



**Veterans First Initiative, LLC**

**GSA Authorized  
Information Technology  
Schedule Pricelist**

Veterans First Initiative, LLC (VFI) is an IT systems integrator exclusively devoted to the US Federal Government marketplace, providing design engineering, integration, implementation, and administration of Network, Unified Communications, Cybersecurity, and IT Infrastructure systems and solutions. Learn more about us at <https://vetfi.com>.

**54151S – Information Technology (IT) Professional Services  
Ancillary – Ancillary Supplies and Services  
OLM – Order-Level Materials**

- 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 performed by the publisher or manufacturer or one of their authorized agents.

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SBA-Certified SDVOSB  
ISO 9001: 2015 Certified

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<b>Modification No. and Effective Date:</b>	PO-0024 03/18/2025
<b>Period Covered by Contract:</b>	03/18/2025 to 06/21/2028

Products and ordering information in this Authorized 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/gsaadvantage.gov>.



## Version Control

Version	Date	Nature of Changes	Revisions by	Approved by
1	7/10/2018	Initial Schedule	AM	JV
2	4/18/2022	Removal of redundant LCATS	JB	JV
3	5/1/2023	Correction of SIN codes	JB	JV
4	11/1/2023	Extension of Contract Period	JB	JV
5	03/18/2025	Change from 552.216-70 governance to I-FSS-969 (b)(1)	JB	JV



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

**SPECIAL NOTICE TO AGENCIES: Small Business Participation**

SBA strongly supports the participation of small business concerns in the Federal 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!<sup>TM</sup> on-line shopping service ([www.gsaadvantage.gov](http://www.gsaadvantage.gov)). The catalogs/pricelists, GSA Advantage!<sup>TM</sup> and the Federal Acquisition Service Home Page ([www.gsa.gov/fas](http://www.gsa.gov/fas)) 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 micro-purchase 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:

### Address for Ordering and Payment:

VETERANS FIRST INITIATIVE, LLC  
14600 Washington Street, Suite 135  
Haymarket, VA 20169-4980  
SAM ID: YKYMKKH31AH5

Email: [Contact@vetfi.com](mailto:Contact@vetfi.com)

Contractor must accept the credit card for payments equal to or less than the micro-purchase for oral or written orders under this contract. The Contractor and the ordering agency may agree to use the credit card for dollar amounts over the micro-purchase threshold (See GSAR 552.232-79 Payment by Credit Card). In addition, bank account information for wire transfer payments will be shown on the invoice.

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

571-360-4858  
571-408-1192  
434-826-9089

## 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 Contract  
Block 16: Data Universal Numbering System (DUNS) Number: 079172815  
Block 30: Type of Contractor: Other Small Business  
Block 31: Woman-Owned Small Business - No  
Block 37: Contractor's Taxpayer Identification Number (TIN): 46-3822513  
Block 40: Veteran Owned Small Business (VOSB): Yes, A Service-Disabled Veteran-Owned Small Business  
A. CAGE Code: 70UZ1  
B. Contractor has registered with the System for Award Management 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)
54151S	In accordance with the scope of the specific order
ANCILLARY	In accordance with the scope of the specific order
OLM	In accordance with the scope of the specific order

- 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.
  - i. 54151S, ANCILLARY and OLM, ACCELERATED SERVICE DELIVERY (7 calendar days or less): the time required for COMSATCOM services to be available after order award. Under Accelerated Service Task Orders, service acceptance testing, unless otherwise required by the satellite provider or host nation, shall be deferred until Ordering Activity operations permit.
  - ii. 54151S, ANCILLARY and OLM, TIME-CRITICAL DELIVERY (4 hours or less): the time required for COMSATCOM services to be available after order award. Under Time-Critical Task Orders, service acceptance testing unless otherwise required by the satellite provider or host nation shall be deferred until Ordering Activity operations permit. Time-Critical Delivery shall be predicated on the availability of COMSATCOM transponded capacity (contracted bandwidth and power, pre-arranged Host Nation Agreements, frequency clearance) or COMSATCOM subscription services (bandwidth, terminals, network resources, etc.).
  - iii. For 54151S, ANCILLARY and OLM, EXTENDED SERVICE DELIVERY TIMES: the time required under extenuating circumstances for COMSATCOM services to be available after order award. Such extenuating circumstances may include extended time required for host nation agreements or landing rights, or other time intensive service delivery requirements as defined in the individual requirement. Any such extended delivery times will be negotiated between the Ordering Activity and Contractor.

7. Discounts:

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

- a. Volume Discount: 1% over \$100,000



**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:**

Not applicable under the scope of this contract.

**10. Small Requirements:**

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

**11. Maximum Order**

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

- a. The Maximum Order for the following Special Item Numbers (SINs) is **\$500,000**:  
54151S - Information Technology Professional Services
- b. The Maximum Order for the following Special Item Numbers (SINs) is **\$250,000**:  
ANCILLARY – Ancillary Supplies and Services
- c. There is No Maximum Order for the following Special Item Numbers (SINs):  
OLM – Order-Level Materials

**12. Ordering Procedures for Federal Supply Schedule Contracts**

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

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

**13. Federal Information Technology/Telecommunication Standards Requirements:**

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





**A. 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.

**B. FEDERAL TELECOMMUNICATION STANDARDS (FED-STDS):**

Telecommunication products under this Schedule that do not conform to Federal Telecommunication Standards (FED-STDS) should not be acquired unless a waiver has been granted in accordance with the applicable "FED-STD." Federal Telecommunication Standards are issued by the U.S. Department of Commerce, National Institute of Standards and Technology (NIST), pursuant to National Security Act. Ordering information and information concerning the availability of FED-STDS should be obtained from the GSA, Federal Acquisition Service, Specification Section, 470 East L'Enfant Plaza, Suite 8100, SW, Washington, DC 20407, telephone number (202)619-8925. Please include a self-addressed mailing label when requesting information by mail. Information concerning their applicability can be obtained by writing or calling the U.S. Department of Commerce, National Institute of Standards and Technology, Gaithersburg, MD 20899, telephone number (301)975-2833.

**14. Contractor Tasks / Special Requirements (C-FSS-370) (Nov 2003)**

- a. Security Clearances: The Contractor may be required to obtain/possess varying levels of security clearances in the performance of orders issued under this contract. All costs associated with obtaining/possessing such security clearances should be factored into the price offered under the Multiple Award Schedule.
- b. Travel: The Contractor may be required to travel in performance of orders issued under this contract. Allowable travel and per diem charges are governed by Pub .L. 99-234 and FAR Part 31 and are reimbursable by the ordering agency or can be priced as a fixed price item on orders placed under the Multiple Award Schedule. Travel in performance of a task order will only be reimbursable to the extent authorized by the ordering agency. The Industrial Funding Fee does NOT apply to travel and per diem charges.
- c. Certifications, Licenses and Accreditations: As a commercial practice, the Contractor may be required to obtain/possess any variety of certifications, licenses



and accreditations for specific FSC/service code classifications offered. All costs associated with obtaining/ possessing such certifications, licenses and accreditations should be factored into the price offered under the Multiple Award Schedule program.

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

## **15. Contract Administration for Ordering Activities:**

Any ordering activity, with respect to any one or more delivery orders placed by it under this contract, may exercise the same rights of termination as might the GSA Contracting Officer under provisions of FAR 52.212- 4, paragraphs (l) Termination for the ordering activity's convenience, and (m) Termination for Cause (See 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.gsadvantage.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. Ordering Activities procuring open market items must follow FAR 8.402(f).

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

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

## 18. Contractor Commitments, Warranties and Representations

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.
  - a. The above is not intended to encompass items not currently covered by the GSA Schedule contract.
  - b. The maintenance/repair service provided is the standard commercial terms and conditions for the type of products and/or services awarded.

## **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:

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

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

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

## **21. Contractor Team Arrangements**

Contractors participating in contractor team arrangements must abide by all terms and conditions of their respective contracts. This includes compliance with Clauses 552.238-74, Industrial Funding Fee and Sales Reporting, i.e., each contractor (team member) must report sales and remit the IFF for all products and services provided under its individual contract.



**22. Installation, Deinstallation, Reinstallation**

The Davis-Bacon Act (40 U.S.C. 276a-276a-7) provides that contracts in excess of \$2,000 to which the United States or the District of Columbia is a party for construction, alteration, or repair (including painting and decorating) of public buildings or public works with the United States, shall contain a clause that no laborer or mechanic employed directly upon the site of the work shall received less than the prevailing wage rates as determined by the Secretary of Labor. The requirements of the Davis-Bacon Act do not apply if the construction work is incidental to the furnishing of supplies, equipment, or services. For example, the requirements do not apply to simple installation or alteration of a public building or public work that is incidental to furnishing supplies or equipment under a supply contract. However, if the construction, alteration or repair is segregable and exceeds \$2,000, then the requirements of the Davis-Bacon Act applies.

The ordering activity issuing the task order against this contract will be responsible for proper administration and enforcement of the Federal labor standards covered by the Davis-Bacon Act. The proper Davis-Bacon wage determination will be issued by the ordering activity at the time a request for quotations is made for applicable construction classified installation, deinstallation, and reinstallation services under SIN 132-8 or 132-9.

**23. Section 508 Compliance**

I certify that in accordance with 508 of the Rehabilitation Act of 1973, as amended (29 U.S.C. 794d), FAR 39.2, and the Architectural and Transportation Barriers Compliance Board Electronic and Information Technology (EIT) Accessibility Standards (36 CFR 1194) General Services Administration (GSA), that all IT hardware/software/services are 508 compliant:

Yes    
 No

The offeror is required to submit with its offer a designated area on its website that outlines the Voluntary Product Accessibility Template (VPAT) or equivalent qualification, which ultimately becomes the Government Product Accessibility Template (GPAT). Section 508 compliance information on the supplies and services in this contract are available at the following website address (URL): (TBI on a per-offer basis)

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

**24. Prime Contractor Ordering from Federal Supply Schedules.**

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

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



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

## **25. Insurance—Work on a Government Installation (Jan 1997)(FAR 52.228-5)**

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

## **26. Software Interoperability**

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

## **27. Advance Payments**

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



## PROFESSIONAL SERVICES (54151S)

***NOTE: All non-professional labor categories must be incidental to, and used solely to support professional services, and cannot be purchased separately.***

### **1. Scope**

- a. The prices, terms and conditions stated under Special Item Number 54151S 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-600 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.
- 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**

In accordance with FAR 52.212-4 CONTRACT TERMS AND CONDITIONS-- COMMERCIAL ITEM (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/IAM Professional Services and Pricing**

Please refer to the professional services descriptions and pricing information provided in the section titled **Labor Categories and Pricing**, which begins on page 24.



**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



**(CUSTOMER NAME) BLANKET PURCHASE AGREEMENT**

BPA Number \_\_\_\_\_

Pursuant to GSA Federal Supply Schedule Contract Number(s) \_\_\_\_\_, Blanket Purchase Agreements, the Contractor agrees to the following terms of a Blanket Purchase Agreement (BPA) EXCLUSIVELY WITH (ordering activity):

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

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

- (2) Delivery:

DESTINATION	DELIVERY SCHEDULES / DATES
_____	_____
_____	_____
_____	_____

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

OFFICE	POINT OF CONTACT
_____	_____
_____	_____
_____	_____

- (7) Orders will be placed against this BPA via Electronic Data Interchange (EDI), FAX, or paper.
- (8) Unless otherwise agreed to, all deliveries under this BPA must be accompanied by delivery tickets or sales slips that must contain the following information as a minimum:
  - (a) Name of Contractor;
  - (b) Contract Number;
  - (c) BPA Number;
  - (d) Model Number or National Stock Number (NSN);
  - (e) Purchase Order Number;
  - (f) Date of Purchase;



- (g) Quantity, Unit Price, and Extension of Each Item (unit prices and extensions need not be shown when incompatible with the use of automated systems; provided, that the invoice is itemized to show the information); and
  - (h) Date of Shipment.
  - (9) The requirements of a proper invoice are specified in the Federal Supply Schedule contract. Invoices will be submitted to the address specified within the purchase order transmission issued against this BPA.
  - (10) The terms and conditions included in this BPA apply to all purchases made pursuant to it. In the event of an inconsistency between the provisions of this BPA and the Contractor’s invoice, the provisions of this BPA will take precedence.
- .....



## **BASIC GUIDELINES FOR USING “CONTRACTOR TEAM ARRANGEMENTS”**

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



**LABOR CATEGORIES AND PRICING**

Labor Category	Description	Minimum Education	Minimum Years of Experience
Deputy Program Manager	Supports the program and project managers: organizes, directs, and manages the operation and maintenance functions at a specific site where a number of contractor support personnel are assigned. Must have demonstrated capability for oral and written communications with all levels of management. Must have a thorough knowledge of the capabilities in which he is managing. Meets with customer and contractor personnel to formulate and review task plans and deliverable items. Ensures conformance with task schedules and costs. Understand the technology being managed and how it relates to project milestones and goals. Assists with ensuring projects are completed on time and within budget. Be able to direct technological research by studying organization goals, strategies, practices, and user projects.	BS/BA (4 years & general experience is considered equivalent to a Bachelors degree)	8
Operations System Security Specialist	Develops and implements operations system security standards and procedures. Coordinates, develops, and evaluates security programs for an organization. Identifies, reports, and resolves security violations. Supports customers at the highest levels in the development and implementation of doctrine and policies.	BS/BA (4 years & general experience is considered equivalent to a Bachelors degree)	8
Systems Engineer - Sr	Acts as a lead and defines and executes systems engineering activities within a project. These activities may consist of systems planning, performance management, capacity planning, testing and validation, benchmarking, information engineering, and development and staffing of a systems engineering management plan. Be able to monitor and test application performance for potential bottlenecks, identify possible solutions, and work with developers and other team members	BS/BA (4 years & general experience is considered equivalent to a Bachelors degree)	10





	to implement identified fixes. May maintain security, backup, redundancy strategies, and perform 2nd and 3rd tier support.		
Data/Configuration Management Specialist - Sr	Conducts site inventory of equipment, software, and/or systems; prepares, maintains and inventories associated technical drawings for assigned projects; researches data, and creates and maintains inventory and other databases for assigned projects; prepares configuration change requests and verifies, tracks, and documents configuration changes; may perform logistic-related tasks like shipping/receiving, tracking, and disposal of equipment, software, and/or systems; coordinates equipment/software utilization among individual users; performs quality assurance checks on drawings prepared by other configuration management specialists; may serve as a team or task lead; may supervise and direct the work of other configuration management specialists.	BS/BA (4 years & general experience is considered equivalent to a Bachelors degree)	10
Logistics Specialist	Provides logistic activity support for the life -cycle of equipment or systems. Assists in documentation of packages, receiving and shipping, organization of products and prepares items for final destination. Provides maintenance of system data requirements and ensuring integrity at all times. Identifies IT best practices and implements fixes and processes for business activities	HS Diploma	3
System Maintenance Technician II	Perform a variety of system maintenance tasks, including hardware, software and support facilities and/or equipment and provide Original Equipment Manufacturer (OEM) maintenance services for the required systems. Participates in network and systems installations and site surveys. Often works as part of a system maintenance team. Assists in documenting configuration changes. May assists in designing and optimizing networks. Able to installs, removes, troubleshoots and repairs systems and equipment. May provide telecommunications service coverage including Telephone Instruments, cable plant (copper/fiber), battery backup system, VS and Telephone Room (TR) environmental alarms and all interfaced ancillary systems, i.e.,	BS/BA (4 years & general experience is considered equivalent to a Bachelors degree)	5



	Voice Mail (VMS), Automated Attendant (AA), and Telecommunications Management System (TMS)		
Project Manager	Monitors each task, and keeps the Program Manager abreast of all problems and accomplishments. Anticipates problems, and works to mitigate the anticipated problems. Provides technical direction to the team for the complete project lifecycle. May serve as a technical authority for a design area. Resolves unique and unyielding problems and complete tasks within estimated time frames and budget constraints. Schedules and assigns duties to subordinates. Interacts with government management personnel. Has a high understanding of the IT project being managed, able to provide strategic and IT specific assistance and support where necessary.	BS/BA (4 years & general experience is considered equivalent to a Bachelors degree)	8
Cable Installer	Job functions to include the installation, construction, maintenance & repair of required cables. Proficient regarding safety in all overhead, in-ground & underground facilities construction requirements, guidelines & techniques. Will be able to support cable management records by providing cable installation drawings and instructions as necessary. Will have the ability to read and understand design plans for the installation of communication equipment, experience with the installation of cabling to include CAT5/6, Fiber Optic in accordance with required contract standards along with termination of CAT 5/6 using punch down equipment. Experience with dressing lacing and labeling of cabling engineering plan documents, copper and fiber optic termination and testing, along with using a multi- meter.	BS/BA (4 years & general experience is considered equivalent to a Bachelors degree)	3
Database Manager	Directs and manages a team and may provide troubleshooting, analytical, and problem-solving skills. Able to communicate technical information clearly and concisely. Has general knowledge or experience in workflow management programs. Provides leadership for team to utilize a variety of data sources, applications, and programs to collect, analyze, and identify potential information of	BS/BA (4 years & general experience is considered equivalent to a Bachelors degree)	8



	interest. Maintains database results by setting and enforcing standards and controls. Able to lead database expansion by studying plans and requirements; advising technical management; coordinating design and programming.		
Site Manager	Leads site team on large projects or significant segment of large complex projects. Analyzes new and complex project related problems and creates innovative solutions Provides oversight at Government sites, commercial facilities or multiple locations. Prepares long and short- range plans for site project development, maintenance, and production activities and for necessary support resources. Oversees all aspects of on-site projects. May need to direct technological research by studying organization goals, strategies, practices, and user projects. Be able to provide IT recommendations and project specific assistance where necessary this may include telecommunications, wiring, systems engineering, and or logistical support.	BS/BA (4 years & general experience is considered equivalent to a Bachelors degree)	6
Structured Wire Engineer	Defines and executes wiring engineering activities within a project. These activities may consist of concept exploration and assessment, wiring system integration, performance management, technology assessment, testing and validation, and development and staffing of a specific wiring implementation plan. Create basic designs under the direction of the senior engineer and/or senior designer, develop specifications, system narratives and system layouts for a variety of projects and project sizes. Utilize industry technical standards and best practices. Assist in the development of cable installation, termination and testing best practices, and initiates and monitors installation standards	BS/BA (4 years & general experience is considered equivalent to a Bachelors degree)	4
Integrated Systems Engineer	Acts as a lead in defining and executing integration engineering activities within a project. Activities may consist of concept exploration and assessment, system integration, systems of systems integration, performance management, technology assessment, testing and validation, and development and	BS/BA (4 years & general experience is considered equivalent to	5



	staffing of systems integration plan. Able to troubleshoot and debug system issues to increase performance and quality of data. Able to develop and implement solutions integrating applications across the enterprise or its units/departments. Evaluates existing components or systems to determine integration requirements and to ensure final solutions meet organizational needs.	a Bachelors degree)	
Help Desk Support Manager	Manages the help desk function and personnel. Supervises and coordinates activities of employees who provide problem-solving support to computer users. May assists others in solving non-routine software, hardware, and procedure problems, using computer and manuals. Coordinates with staff, computer users, supervisors, and managers to determine requirements for new or modified software and hardware. Provides recommendations for management and/or client review.	BS/BA (4 years & general experience is considered equivalent to a Bachelors degree)	4
Telephone Operator - Jr	Operates switchboard and routes incoming calls to appropriate departments. Places out-of-state and international calls; schedules and coordinates conference calls as required. Researches and provides specific directory information to both inquirers, as required, in accordance with policy and procedure pertaining to the disclosure of directory information. Knowledge of telephone consoles and related equipment.	HS Diploma	3
Telephone Operator - Entry	Under light supervision operates switchboard and routes incoming calls to appropriate departments. Places out-of- state and international calls; schedules and coordinates conference calls as required. Provides directory information to both inquirers, as required, in accordance with policy and procedure pertaining to the disclosure of directory information. Knowledge of telephone consoles and related equipment.	HS Diploma	1
OSP Tech - Sr	Works with team members to develop and implement plant design and engineering practices. Assists with communication with management providing recommendations on service requirements and time frames. Supports construction and maintenance personnel, providing	BS/BA (4 years & general experience is considered equivalent to a Bachelors	6



	assistance and ensuring compliance of design practices.	degree)	
OSP Tech - Jr	Works with team members to develop and implement plant design and engineering practices. Assists with communication with management providing recommendations on service requirements and time frames. Supports construction and maintenance personnel, providing assistance and ensuring compliance of design practices.	BS/BA (4 years & general experience is considered equivalent to a Bachelors degree)	4
OSP Tech - Entry	Under light supervision works with team members to develop and implement plant design and engineering practices. Assists with communication with management providing recommendations on service requirements and time frames. Supports construction and maintenance personnel, providing assistance and ensuring compliance of design practices.	BS/BA (4 years & general experience is considered equivalent to a Bachelors degree)	2
Wiring Services Technician	Perform a variety of wiring maintenance tasks which may include running wire, creating data connections, installing and repairing/replacing cabling such as CAT5, CAT6, Coax, Low Voltage Twisted Pair, and Quad telephone wiring, installing network racks, maintaining records, performing clerical duties, and providing wiring job suggestions and estimates. Also may assist customers first hand with product issues with troubleshooting practices.	BS/BA (4 years & general experience is considered equivalent to a Bachelors degree)	6
ISP/OSP Supervisor/Technician	Job functions may include the supervision of all ISP/OSP and Services technicians and those working on projects which are under the supervisor's direction. Responsible to provide direct and indirect guidance and leadership in order to ensure the highest degree of quality and profitability. Provides feedback on technician job performance and project status.	BS/BA (4 years & general experience is considered equivalent to a Bachelors degree)	6
Network Services Technician	Determines specific system needs and identifying potential materials, equipment and designs to fit system requirements. May also assist with testing designs, system analysis and evaluate other parameters. May also coordinating project development while working with team members.	BS/BA (4 years & general experience is considered equivalent to	4



	Often provides project status updates and field technical inquiries. Other duties may include scheduling materials deliveries and providing system recommendations.	a Bachelors degree)	
Program Manager	Organizes, directs, and manages contract operation support functions, involving multiple, complex and inter- related project tasks. Manages teams of contract support personnel at multiple locations. Maintains and manages the client interface at the senior levels of the client organization. Meets with customer and contractor personnel to formulate and review task plans and deliverable items. Ensures conformance with program task schedules and costs.	BS/BA (4 years & general experience is considered equivalent to a Bachelors degree)	8
Network Engineer	Performs a variety of Network/Systems engineering tasks and activities that are broad in nature and are concerned with major systems design, integration, and implementation, hardware, software, and support facilities and/or equipment. Provides technical guidance for directing and monitoring information systems operations. Designs, builds, and implements network systems. May organize and compile records and reports concerning network operations and maintenance. Troubleshoots network performance issues. May manage the testing, installation, and support of network communications, including LAN/MAN/WAN systems. Performs system-level design and configuration of products wich may include determination of hardware, OS, and other platform specifications.	BS/BA (4 years & general experience is considered equivalent to a Bachelors degree)	5



**Table of Labor Category Rates**

SIN	Labor Category	Contractor or Customer Facility or Both	3/18/25 – 3/17/26	3/18/26 - 3/17/27	3/18/27 - 3/17/28	3/18/28 – 6/21/28
54151S	Deputy Program Manager	Both	\$125.17	\$129.24	\$133.44	\$137.77
54151S	Systems Engineer - Sr	Both	\$115.55	\$119.30	\$123.18	\$127.18
54151S	Data/Configuration Management Specialist - Sr	Both	\$81.80	\$84.46	\$87.20	\$90.04
54151S	Logistics Specialist	Both	\$51.12	\$52.79	\$54.50	\$56.27
54151S	System Maintenance Technician II	Both	\$53.67	\$55.42	\$57.22	\$59.08
54151S	Project Manager	Both	\$126.37	\$130.48	\$134.72	\$139.10
54151S	Cable Installer	Both	\$57.41	\$59.27	\$61.20	\$63.18
54151S	Network Engineer	Both	\$118.15	\$121.98	\$125.94	\$130.04
54151S	Site Manager	Both	\$83.34	\$86.05	\$88.85	\$91.74
54151S	Structured Wire Engineer	Both	\$123.30	\$127.31	\$131.46	\$135.73
54151S	Integrated Systems Engineer	Both	\$119.58	\$123.47	\$127.48	\$131.62
54151S	Help Desk Support Manager	Both	\$89.26	\$92.16	\$95.15	\$98.25
54151S	Telephone Operator - Jr	Both	\$40.65	\$41.97	\$43.34	\$44.75
54151S	Telephone Operator - Entry	Both	\$36.05	\$37.22	\$38.43	\$39.68
54151S	OSP Tech - Sr	Both	\$80.18	\$82.79	\$85.48	\$88.26
54151S	OSP Tech - Jr	Both	\$73.67	\$76.07	\$78.54	\$81.09
54151S	OSP Tech - Entry	Both	\$60.68	\$62.65	\$64.69	\$66.79
54151S	Wiring Services Technician	Both	\$76.34	\$78.82	\$81.38	\$84.03
54151S	ISP/OSP Supervisor/Technician	Both	\$99.84	\$103.08	\$106.44	\$109.89
54151S	Network Services Technician	Both	\$84.57	\$87.32	\$90.17	\$93.10
54151S	Operations System Security Specialist	Both	\$114.52	\$118.24	\$122.08	\$126.05
54151S	Program Manager	Both	\$178.54	\$184.34	\$190.34	\$196.52
54151S	Network Engineer	Both	\$118.15	\$121.98	\$125.94	\$130.04