

State of California
MULTIPLE AWARD SCHEDULE
CivicActions, Inc.

CMAS NUMBER:	3-16-70-3298A
SUPPLEMENT NUMBER:	2
CMAS TERM DATES:	8/17/2016 through 1/31/2025
CMAS CATEGORY:	Information Technology Goods & Services
APPLICABLE TERMS & CONDITIONS:	<u>June 7, 2019</u> (www.dgs.ca.gov/-/media/Divisions/PD/Acquisitions/CMAS/IT-CMAS-Terms-and-Conditions.ashx?la=en&hash=B41342080DE511121ECC253A04D62AC90CED6123)
FOR USE BY:	State & Local Government Agencies
BASE GSA SCHEDULE #:	GS-35F-0234W
BASE SCHEDULE HOLDER:	Octo Consulting Group, Inc.

This CMAS provides for the purchase and warranty of Information Technology (IT) consulting services. (See page 2 for the labor categories and restrictions applicable to this CMAS.)

The purpose of this supplement is to renew this CMAS through 1/31/2025. In addition, this supplement replaces in its entirety CivicActions, Inc.'s existing California Multiple Award Schedule (CMAS) that expires on 4/30/2020. The most current Ordering Instructions and Special Provisions, CMAS Terms and Conditions dated June 7, 2019, and products and/or services are included herein. Please review these provisions carefully because they have changed since issuance of your last CMAS.

Agency non-compliance with the requirements of this CMAS may result in the loss of delegated authority to use the CMAS program.

CMAS contractor non-compliance with the requirements of this CMAS may result in termination of the CMAS.

Original Signature On File
 Effective Date: **4/20/2020**
BRYAN DUGGER, Program Analyst, California Multiple Award Schedules Unit

**CALIFORNIA MULTIPLE AWARD SCHEDULE (CMAS)
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CMAS PRODUCT & SERVICE CODES

The CMAS Product & Service Codes listed below are for marketing purposes only. Review this CMAS and the base contract identified below for the products and/or services available on this CMAS.

IT Consult-Programming
IT Consult-Project Mgmt
IT Consult-Quality Assurance
IT Consult-Software Develop
IT Consult-System Analysis
IT Consult-System Design
IT Consult-System Development
IT Consult-System Implement
IT Consult-System Integration
IT Consult-System Mgmt
IT Consult-Website Design
IT Service-Website Maint

AVAILABLE PRODUCTS AND/OR SERVICES

Only the following job titles are available within the scope of this CMAS:

Backend Web Developer
Business Analyst
Delivery Manager
DevOps Engineer
Digital Performance Analyst
Frontend Web Developer
Interaction Designer/User
Research/Usability Tester
IT Subject Matter Expert 1
IT Subject Matter Expert 2
Project Matter Expert 1
Project Matter Expert 2
Project Matter Expert 3
Security Engineer 1
Security Engineer 2
Systems Administrator 1
Systems Administrator 2
Technical Architect

You may verify the following current information about the job titles available on this CMAS at the [GSA eLibrary](http://www.gsaelibrary.gsa.gov) (www.gsaelibrary.gsa.gov) (using the base GSA schedule number identified below):

- Description of the functional requirements
- Minimum education and experience requirements
- Maximum pricing allowed (lower pricing acceptable)

CMAS BASE CONTRACT

This This CMAS is based on some or all of the products and/or services and prices from GSA Schedule Number GS-35F-0234W (OCTO CONSULTING GROUP, INC.) with a GSA term of 2/01/2010 through 1/31/2025.

Replace “Octo Consulting Group, Inc.” with “CivicActions, Inc.” where “Octo Consulting Group, Inc.” is referenced in the federal GSA multiple award Contract Terms and Conditions.

EXCLUDED PRODUCTS AND/OR SERVICES

Cloud and cloud-related IT professional services, Earth observation solutions, electronic commerce and subscription services, health Information Technology services, and order-level materials are not available under this CMAS.

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ISSUE PURCHASE ORDER TO

Agency purchase orders must be either mailed or emailed to the following:

**CivicActions, Inc.
3527 Mount Diablo Blvd., Suite 269
Lafayette, CA 94549
Attn: William W. Ogilvie**

E-mail: sales@civicaactions.com

Agencies with questions regarding products and/or services may contact the CMAS contractor as follows:

**Contact: William W. Ogilvie
Phone: (202) 415-0947
E-mail: sales@civicaactions.com**

TOP 500 DELINQUENT TAXPAYERS

In accordance with Public Contract Code (PCC) § 10295.4, and prior to placing an order for IT goods and/or services, **agencies must verify** with the Franchise Tax Board and the California Department of Tax and Fee Administration that this CMAS contractor's name does not appear on either list of the 500 largest tax delinquencies pursuant to Section 7063 or 19195 of the Revenue and Taxation Code. **See next paragraph for information.**

The Franchise Tax Board's list of Top 500 Delinquent Taxpayers is available at www.ftb.ca.gov/about-ftb/newsroom/top-500-past-due-balances/index.html.

The California Department of Tax and Fee Administration's list of Top 500 Sales & Use Tax Delinquencies in California is available at www.cdfta.ca.gov/taxes-and-fees/top500.htm.

CMAS PRICES

The maximum prices allowed for the products and/or services available in this CMAS are those set forth in the base contract identified on page 3 of this CMAS.

The ordering agency is encouraged to seek prices lower than those on this CMAS. When responding to an agency's Request for Offer (RFO), the CMAS contractor can offer lower prices to be competitive.

CALIFORNIA CIVIL RIGHTS LAW CERTIFICATION

Pursuant to Public Contract Code section 2010, effective January 1, 2017, applicants must certify their compliance with the California Civil Rights laws and Employer Discriminatory Policies (section 51 of the Civil Code, section 12960 of the Government Code). It is the agency's responsibility to verify that the contractor has a California Civil Rights Law Certification on file.

WARRANTY

For warranties, see the federal GSA schedule and the CMAS Terms and Conditions, General Provisions, CMAS Warranty.

CMAS contractor personnel shall have the experience, education and expertise as delineated in the base contract.

DELIVERY

As negotiated between agency and CMAS contractor and included in the purchase order, or as otherwise stipulated in the contract.

SHIPPING INSTRUCTIONS

F.O.B. (Free On Board) Destination. Seller pays the freight charges.

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PURCHASING AUTHORITY DOLLAR THRESHOLD

Order limits for the purchase of goods and/or services is determined by the individual agency purchasing authority threshold.

No CMAS order may be executed by a State agency that exceeds that agency's purchasing authority threshold. State agencies with approved purchasing authority, along with their dollar thresholds can be obtained at the List of State Departments with Approved Purchasing Authority website (www.dgs.ca.gov/PD/Resources/Page-Content/Procurement-Division-Resources-List-Folder/List-of-State-Departments-with-Approved-Purchasing-Authority).

HOW TO USE CMAS

Agencies must adhere to the detailed requirements in the State Contracting Manual (SCM) when using CMAS. The requirements for the following bullets are in the SCM, Volume 2, Chapter 6 (for non-IT), the SCM, Volume 3, Chapter 6 (for IT), and the SCM, Volume FISCAL, Chapter 5 (FISCAL):

- Develop a Request for Offer, which includes a Scope of Work (SOW), and Bidder Declaration form. For information on the Bidder Declaration requirements, see the SCM, Volume 2, Section 3.5.7 and Volume 3, Section 3.4.7.
- Search for potential CMAS contractors on the CMAS website (www.dgs.ca.gov/PD/About/Page-Content/PD-Branch-Intro-Accordion-List/Acquisitions/California-Multiple-Award-Schedules) and select "Find a CMAS Contractor."

- Solicit offers from a minimum of 3 CMAS contractors including one small business and/or DVBE, if available, who are authorized to sell the products and/or services needed.
- If soliciting offers from a certified DVBE, include the Disabled Veteran Business Enterprise Declarations form (Standard 843) in the Request for Offer. This declaration must be completed and returned by the DVBE prime contractor and/or any DVBE subcontractors. (See the SCM Volumes 2, 3, and FISCAL, Chapter 3).
- This is not a bid transaction, so the small business preference, DVBE incentives, protest language, intents to award, evaluation criteria, advertising, etc., are not applicable.
- If less than 3 offers are received, State agencies must document their file with the reasons why the other suppliers solicited did not respond with an offer.
- Assess the offers received using best value methodology, with cost as one of the criteria.
- Issue a Purchase Order to the selected CMAS contractor.
- For CMAS transactions under \$10,000, only one offer is required if the State agency can establish and document that the price is fair and reasonable. The fair and reasonable method can only be used for non-customizable purchases.

Local governments set their own order limits, and are not bound by the order limits on the cover page of this CMAS.

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SPLITTING ORDERS

Splitting orders to avoid any monetary limitations is prohibited.

Do not circumvent normal procurement methods by splitting purchases into a series of delegated purchase orders, per Public Contract Code (PCC) § 10329.

Splitting a project into small projects to avoid either fiscal or procedural controls is prohibited, per State Administrative Manual (SAM) § 4819.34.

MINIMUM ORDER LIMITATION

There is no minimum dollar value limitation on orders placed under this CMAS.

ORDERING PROCEDURES

1. Purchase Orders

All Ordering Agency purchase order documents executed under this CMAS must contain the applicable CMAS number as show on page 1.

1. State Departments:

Standard 65 Purchase Documents – State departments not transacting in FI\$Cal must use the Purchasing Authority Purchase Order (Standard 65) for purchase execution. An electronic version of the Standard 65 is available at the DGS-PD website (www.dgsapps.dgs.ca.gov/osp/Statewid eFormsWeb/Forms.aspx), select Standard STD Forms.

FISCAL Purchase Documents – State departments transacting in FISCAL will follow the FISCAL procurement and contracting procedures.

2. Local Governmental Departments:

Local governmental agencies may use their own purchase document for purchase execution.

The agency is required to complete and distribute the purchase order. For services, the agency shall modify the information contained on the order to include the service period (start and end date), and the monthly cost (or other intermittent cost), and any other information pertinent to the services being provided. The cost for each line item should be included in the order, not just system totals.

The contractor must immediately reject purchase orders that are not accurate. Discrepancies are to be negotiated and incorporated into the purchase order prior to the products and services being delivered.

2. Service and Delivery after CMAS Expiration

The purchase order must be issued before the CMAS expires. However, delivery of the products or completion of the services may be after the CMAS expires (unless otherwise specifically stated in the purchase order).

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3. Multiple CMAS Agreements on a Single Purchase Order

Agencies wishing to include multiple CMAS(s) on a single FISCAL purchase order must adhere to the following guidelines:

- All CMAS must be for the same CMAS contractor.
- The purchase order must go to one contractor location.
- Write the word “CMAS” in the space usually reserved for the contract number. On Standard 65’s, this is at the top of the form. The word “CMAS” signifies that the purchase order contains items from multiple CMAS agreements. The purchasing agency may only use one bill code.
- For each individual CMAS (as differentiated by alpha suffix), the agency must identify and group together the CMAS number with the line items and subtotal per CMAS number (do not include tax in the subtotal), and sequentially identify each individual CMAS as Sub #1, Sub #2, Sub #3, etc. This facilitates accurate billing of administrative fees by the Procurement Division.
- The total of all items on the purchase order must not exceed the purchase order limit identified in the CMAS.
- Do not combine items from both non-IT and Information Technology CMAS(s). A non-IT CMAS begin with the number “4” and an Information Technology CMAS begins with the number “3.” The purchase order limits are different for these two types of CMAS agreements.

4. Amendments to Agency's Purchase Orders

Agency purchase orders cannot be amended if the CMAS has expired.

The SCM, Volumes 2 & 3, Chapter 6.A5.0 and SCM, Volume FISCAL, Chapter 5.A4.0 provides the following direction regarding amendments to all types of CMAS purchase orders:

Original orders, which include options for changes (e.g., quantity or time), that were evaluated and considered in the selection for award during the RFO process, may be amended consistent with the terms of the original order, provided that the original order allowed for amendments. If the original order did not evaluate options, then amendments are not allowed unless an NCB is approved for those amendments.

Amendments unique to non-IT services are covered in the SCM, Volume 2, Chapter 6.B2.9 and SCM, Volume FISCAL, Chapter 5.A4.1 as follows:

If the original contract permitted amendments, but did not specify the changes (e.g., quantity or time), it may be amended, per Public Contract Code (PCC) § 10335 (d)(1). This only applies to the first amendment. The time shall not exceed one year, or add not more than 30% of the original order value and may not exceed \$250,000. If the original contract did not have language permitting amendments, the NCB process must be followed.

Also, see the SCM, Volumes 2 & 3, Chapter 8, Topic 6, for more information on amending purchase orders.

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**CMAS CONTRACTOR OWNERSHIP
INFORMATION**

CivicActions, Inc. is a certified small business enterprise. Their Office of Small Business and DVBE Services (OSDS) certification #2003474 expires on 10/31/2020.

If this certification has expired, the current expiration date for this company's certification should be verified at: Cal eProcure (caleprocure.ca.gov/pages/index.aspx) or by contacting the Office of Small Business and DVBE Services at (916) 375-4940. Note that some companies have been assigned a new certification number, so use the company name and/or certification number when checking status on-line.

**SMALL BUSINESS MUST BE
CONSIDERED**

Prior to placing orders under the CMAS program, State agencies shall whenever practicable first consider offers from small businesses that have established CMAS [Government Code (GC) § 14846(b)]. NOTE: The Department of General Services auditors will request substantiation of compliance with this requirement when agency files are reviewed.

**CMAS Small Business and Disabled Veteran
Partners lists**

(www.dgs.ca.gov/PD/About/Page-Content/PD-Branch-Intro-Accordion-List/Acquisitions/California-Multiple-Award-Schedules) can be found on the CMAS website by selecting "Find a CMAS Contractor".

In response to our commitment to increase participation by small businesses, the Department of General Services waives the administrative fee (a fee currently charged to customer agencies to support the CMAS program) for orders to certified small business enterprises.

See the current fees in the DGS Price Book at: www.dgs.ca.gov/OFS/Price-Book.

SMALL BUSINESS/DVBE - TRACKING

State agencies are able to claim subcontracting dollars towards their small business or DVBE goals whenever the CMAS contractor subcontracts a commercially useful function to a certified small business or DVBE. The CMAS contractor will provide the ordering agency with the name of the small business or DVBE used and the dollar amount the ordering agency can apply towards its small business or DVBE goal.

**SMALL BUSINESS/DVBE -
SUBCONTRACTING**

1. The amount an ordering agency can claim towards achieving its small business or DVBE goals is the dollar amount of the subcontract award made by the CMAS contractor to each small business or DVBE.
2. The CMAS contractor will provide an ordering agency with the following information at the time the order is quoted:
 - a. The CMAS contractor will state that, as the prime contractor, it shall be responsible for the overall execution of the fulfillment of the order.

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- b. The CMAS contractor will indicate to the ordering agency how the order meets the small business or DVBE goal, as follows:
 - i. List the name of each company that is certified by the Office of Small Business and DVBE Services that it intends to subcontract a commercially useful function to; and
 - ii. Include the small business or DVBE certification number of each company listed, and attach a copy of each certification; and
 - iii. Indicate the dollar amount of each subcontract with a small business or DVBE that may be claimed by the ordering agency towards the small business or DVBE goal; and
 - iv. Indicate what commercially useful function the small business or DVBE subcontractor will be providing towards fulfillment of the order.
- 3. The ordering agency's purchase order must be addressed to the prime Contractor, and the purchase order must reference the information provided by the prime Contractor as outlined above.

INTEGRATED SERVICES

Agencies are prohibited from using CMAS and/or Masters for large-scale information technology system integration projects except when specifically approved by the California Department of Technology.

CONSULTING OR PERSONAL SERVICES

To ensure sufficient expertise for all consulting or personal services, prior to issuing an order, the agency is required to review the resumes of all personnel the CMAS contractor intends to use to fulfill the order. Each agency is responsible for verifying that contractor personnel meet any education or experience requirements listed in the base contract.

Each order should contain, as a minimum, a description of the task, a statement of the contractor's responsibilities, completion criteria, a list of deliverable items (if any), the estimated starting date, the scheduled completion date, and a fixed cost for each task.

The aggregate of the fixed costs for all tasks constitutes the fixed price ceiling for all tasks described.

1. Progress Payments

For an IT service CMAS, see the CMAS IT Terms and Conditions, Provision #75, CMAS Progress Payments & Risk Assessment.

2. Outsourcing Services

Careful analysis must be given by State agencies to using contracted personnel rather than using civil service positions within State government.

Government Code (GC) § 19130(c) requires that all persons who provide services to the State under conditions that constitute an employment relationship shall, unless exempted by Article VII (Section 4) of the California Constitution, be retained under an appropriate civil service appointment.

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Issuing a CMAS purchase order for services to an independent contractor is permissible when any of the following conditions set forth in Government Code (GC) §19130(b) can be met:

- Exempt under Constitution
- New State function and legislative authority
- Service not available; highly specialized or
- Technical
- Incidental to the purchase or lease
- Conflict of interest; need unbiased findings
- Emergency appointment
- Private counsel, with Attorney General (AG) approval and Governor's Office, if applicable
- Contractor will provide deliverables that are not feasible for the State to provide
- Training when civil service is not available
- Urgent, temporary, or occasional services when civil service delay would frustrate the purpose (see Option 2 below)

When justified as outlined above, personal services must fall under one of the two following options:

Option 1. CMAS orders for personal services such as project management, independent verification and validation, systems analysis and design, and miscellaneous services are not limited to the number of hours or months per year that a consultant can work if the services contracted for are not available within civil service, cannot be performed satisfactorily by civil service employees, or are of such a highly specialized or technical nature that the necessary expert knowledge, experience, and ability are not available through the civil service system (Government Code (GC) § 19130.b (3)).

Option 2. CMAS personal services orders for programmers, systems analysts, and technical specialists which are of an urgent, temporary, or occasional nature, such that hiring additional civil service positions is not feasible, are limited to nine months (1548 hours) per consultant within a twelve consecutive month period (Government Code (GC) § 19130.b (10)/California State Constitution, Article VII, Section 5).

This provision is per agency and is inclusive of orders issued on your behalf by another agency. Contractors must wait three months from CMAS order termination/expiration before submitting the candidate's resume for work at the same agency/department.

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For both options above, the contractor may conduct training courses for which appropriately qualified civil service instructors are not available, provided that permanent instructor positions in academies or similar settings shall be filled through civil service appointment (Government Code (GC) § 19130.b (9)).

For each order, the agency must prepare and retain in their file a written justification that includes specific and detailed factual information that demonstrates that the contract meets one or more of the conditions set forth in Government Code (GC) § 19130(b).

3. State Personnel Board Requirements

State Personnel Board (SPB) approval is required for a purchase order based on cost savings to the State as justification for not using civil service personnel.

4. Statement of Work

A Statement of Work (SOW) must be prepared as applicable for each purchase order. Information regarding the preparation of a SOW is available at the [CMAS website](http://www.dgs.ca.gov/PD/About/Page-Content/PD-Branch-Intro-Accordion-List/Acquisitions/California-Multiple-Award-Schedules) (www.dgs.ca.gov/PD/About/Page-Content/PD-Branch-Intro-Accordion-List/Acquisitions/California-Multiple-Award-Schedules), select “Statement of Work Information”, Agencies are strongly encouraged to use this information when developing SOW requirements that will accompany the Request for Offer and the resulting purchase order.

5. Follow-on Contracts Are Prohibited

No person, firm, or subsidiary thereof who has been awarded a purchase order for consulting services, or a purchase order that includes a consulting component, may be awarded a purchase order for the provision of services, delivery of goods or supplies, or any other related action which is required, suggested, or otherwise deemed appropriate as an end product of the purchase order (Public Contract Code (PCC) § 10365.5).

Therefore, any consultant who develops a program study or provides formal recommendations is precluded from providing any work recommended in the program study or the formal recommendation.

STATE AND LOCAL GOVERNMENTS CAN USE CMAS

State and local government agency use of CMAS is optional. A local government is any city, county, city and county, district, or other local governmental body or corporation, including UC, CSU, K-12 schools and community colleges empowered to expend public funds. While the State makes this CMAS available, each local government agency should make its own determination whether the CMAS program is consistent with their procurement policies and regulations.

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UPDATES AND/OR CHANGES

A CMAS amendment is not required for updates and/or changes once the update and/or change becomes effective for the federal GSA schedule, except as follows:

- A CMAS amendment is required when the CMAS is based on specific products and/or services from another contractor's multiple award contract and the contractor wants to add a new manufacturer's products and/or services.
- A CMAS amendment is required for new federal contract terms and conditions that constitute a material difference from existing contract terms and conditions. A material change has a potentially significant effect on the delivery, quantity or quality of items provided, the amount paid to the contractor or on the cost to the State.

A CMAS amendment is required to update and/or change terms and conditions and/or products and services based on a non-federal GSA multiple award contract.

SELF-DELETING FEDERAL GSA TERMS AND CONDITIONS

Instructions, or terms and conditions that appear in the Special Items or other provisions of the federal GSA and apply to the purchase, license, or rental (as applicable) of products or services by the US Government in the United States, and/or to any overseas location shall be self-deleting. (Example: "Examinations of Records" provision).

Federal regulations and standards, such as Federal Acquisition Regulation (FAR), Federal Information Resources Management Regulation (FIRMR), Federal Information Processing Standards (FIPS), General Services Administration Regulation (GSAR), or Federal Installment Payment Agreement (FIPA) shall be self-deleting. Federal blanket orders and small order procedures are not applicable.

ORDER OF PRECEDENCE

The CMAS Terms and Conditions takes precedence if there is a conflict between the terms and conditions of the contractor's federal GSA, (or other multiple award contract), packaging, invoices, catalogs, brochures, technical data sheets or other documents (see CMAS Terms and Conditions, CONFLICT OF TERMS).

APPLICABLE CODES, POLICIES AND GUIDELINES

All California codes, policies, and guidelines are applicable. THE USE OF CMAS DOES NOT REDUCE OR RELIEVE STATE AGENCIES OF THEIR RESPONSIBILITY TO MEET STATEWIDE REQUIREMENTS REGARDING CONTRACTING OR THE PROCUREMENT OF GOODS OR SERVICES. Most procurement and contract codes, policies, and guidelines are incorporated into CMAS agreements. Nonetheless, there is no guarantee that every possible requirement that pertains to all the different and unique State processes has been included.

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PAYMENTS AND INVOICES

1. Payment Terms

Payment terms for this CMAS are net 45 days.

Payment will be made in accordance with the provisions of the California Prompt Payment Act, Government Code (GC) § 927 et. seq. Unless expressly exempted by statute, the Act requires State agencies to pay properly submitted, undisputed invoices not more than 45 days after (1) the date of acceptance of goods or performance of services; or (2) receipt of an undisputed invoice, whichever is later.

2. Payee Data Record (Standard 204)

State Agencies not transacting in FISCAL, must obtain a copy of the Payee Data Record (Standard 204) in order to process payments. State Ordering Agencies forward a copy of the Standard 204 to their accounting office(s). Without the Standard 204, payment may be unnecessarily delayed. State Agencies should contact the CMAS contractor for copies of the Payee Data Record.

3. DGS Administrative and Incentive Fees

Orders from State Agencies:

The Department of General Services (DGS) will bill each State agency directly an administrative fee for use of CMAS. The administrative fee should NOT be included in the order total, nor remitted before an invoice is received from DGS. This administrative fee is waived for CMAS purchase orders issued to California certified small businesses.

See the current administrative fees in the DGS Price Book (www.dgs.ca.gov/OFS/Price-Book).

Orders from Local Government Agencies:

CMAS contractors, who are not California certified small businesses, are required to remit to the DGS an incentive fee equal to **1%** of the total of all local government agency orders (excluding sales tax and freight) placed against their CMAS. The incentive fee is in lieu of local government agencies being billed the above referenced DGS administrative fee.

This incentive fee is waived for CMAS purchase orders issued to California certified small businesses.

The check covering this fee shall be made payable to the Department of General Services, CMAS Unit, and mailed to the CMAS Unit along with the applicable Quarterly Report. See the provision in this CMAS entitled "Contractor Quarterly Report Process" for information on when and where to send these checks and reports.

4. Contractor Invoices

Unless otherwise stipulated, the CMAS contractor must send their invoices to the agency address set forth in the purchase order. Invoices shall be submitted in triplicate and shall include the following:

- CMAS number
- Agency purchase order number
- Agency Bill Code (State Only)
- Line item number
- Unit price
- Extended line item price
- Invoice total

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State sales tax and/or use tax shall be itemized separately and added to each invoice as applicable.

The company name on the CMAS, purchase order and invoice must match or the State Controller's Office will not approve payment.

5. Advance Payments

Advance payment is allowed for services only under limited, narrowly defined circumstances, e.g., between specific departments and certain types of non-profit organizations, or when paying another government agency (Government Code (GC) § 11256 – 11263 and 11019).

It is NOT acceptable to pay in advance, except software maintenance and license fees, which are considered a subscription and may be paid in advance if a provision addressing payment in advance is included in the purchase order.

Software warranty upgrades and extensions may also be paid for in advance, one time.

6. Credit Card

CivicActions, Inc. does not accept the State of California credit card (CAL-Card).

7. Leasing

The State reserves the right to select the form of payment for all procurements, be it either an outright purchase with payment rendered directly by the State, or a financing/lease-purchase or operating lease via the State Financial Marketplace (GS SMart and/or Lease SMart). If payment is via the financial marketplace, the Supplier will invoice the State and the State will approve the invoice and the selected Lender/Lessor for all product listed on the State's procurement document will pay the supplier on behalf of the State.

Buyers may contact the GS SMart Administrator, Kris Bianchini via email at kristopher.bianchini@dgs.ca.gov for further information.

CONTRACTOR QUARTERLY REPORT PROCESS

CMAS contractors are required to submit a detailed CMAS Business Activity Report on a quarterly basis to the CMAS Unit. See Attachment B for a copy of this form and instructions.

This report shall be mailed to:

Department of General Services
Procurement Division – CMAS Unit
Attention: Quarterly Report Processing
PO Box 989052, MS #2-202
West Sacramento, CA 95798-9052

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Reports that include checks for incentive fees must be mailed and shall not be e-mailed. All other reports may be e-mailed to the attention of Quarterly Report Processing as follows:

CMAS Unit E-Mail: cmas@dgs.ca.gov

For the full instructions on completing and submitting CMAS Quarterly Business Activity Reports, and a soft copy of a blank quarterly report form, go to the [CMAS website](http://www.dgs.ca.gov/PD/About/Page-Content/PD-Branch-Intro-Accordion-List/Acquisitions/California-Multiple-Award-Schedules) (www.dgs.ca.gov/PD/About/Page-Content/PD-Branch-Intro-Accordion-List/Acquisitions/California-Multiple-Award-Schedules) and then select "File a CMAS Quarterly Report".

Important things to remember regarding CMAS Quarterly Business Activity Reports (referred to as "reports" below):

- A report is required for each CMAS, each quarter, even when no new purchase orders are received in the quarter.
- A separate report is required for each CMAS.
- **Each purchase order must be reported only once in the quarter identified by the purchase order date, regardless of when the services were performed, the products were delivered, the invoice was sent, or the payment was received.**
- Purchase orders from State and local government agencies must be separated on the report, as shown in the instructions.
- CMAS contractors must report the sales activity for all resellers listed on their CMAS.
- Any report that does not follow the required format or excludes required information will be deemed incomplete and returned to the CMAS contractor for corrections.

- Taxes and freight must not be included in the report.
- CMAS contractors must attach to their quarterly report a check covering the required incentive fee for all CMAS sales to local government agencies (see more information below).
- New CMAS agreements, renewals, extensions, and amendments will be approved only if the CMAS contractor has submitted all required quarterly reports and incentive fees.

CMAS Quarterly Business Activity Reports are due in the CMAS Unit within two weeks after the end of each quarter as shown below:

Quarter 1	Jan 1 to Mar 31	Due Apr 15
Quarter 2	Apr 1 to Jun 30	Due Jul 15
Quarter 3	Jul 1 to Sep 30	Due Oct 15
Quarter 4	Oct 1 to Dec 31	Due Jan 15

CONTRACTOR QUARTERLY INCENTIVE FEES

CMAS contractors who are not California certified small businesses must remit to DGS an incentive fee equal to **1%** of the total of all local government agency orders (excluding sales tax and freight) placed against their CMAS agreement(s). This incentive fee is in lieu of local government agencies being billed the above referenced DGS administrative fee.

CMAS contractors cannot charge local government agencies an additional **1%** charge on a separate line item to cover the incentive fee. The CMAS contractor must include the **1%** incentive fee in the price of the products or services offered, and the line item prices must not exceed the applicable base contract prices.

**CALIFORNIA MULTIPLE AWARD SCHEDULE (CMAS)
CIVICACTIONS, INC.
CMAS NO. 3-16-70-3298A, SUPPLEMENT NO. 2**

A local government agency is any city, county, district, or other local governmental body, including the California State University (CSU) and University of California (UC) systems, K-12 public schools and community colleges empowered to expend public funds.

This incentive fee is waived for CMAS purchase orders issued to California certified small businesses.

The check covering this fee shall be made payable to the Department of General Services, CMAS Unit, and mailed to the CMAS Unit along with the applicable Quarterly Report. See the provision in this CMAS entitled "Contractor Quarterly Report Process" for information on when and where to send these checks and reports.

OBTAINING COPY OF ORIGINAL CMAS AND AMENDMENTS

A copy of a CMAS and amendments, if any, can be obtained at Cal eProcure (caleprocure.ca.gov). A complete CMAS consists of the following:

- CMAS cover pages (which includes the signature page, ordering instructions and special provisions, and any attachments or exhibits as prepared by the CMAS Unit)
- CMAS Terms and Conditions.
- Federal GSA (or Non-GSA) terms and conditions
- Product/service listing and prices
- Amendments, if applicable.

It is important for the agency to confirm that the required products, services, and prices are included in the CMAS and are at or below base contract rates. To streamline substantiation that the needed items are in the base contract, the agencies should ask the CMAS contractor to identify the specific pages from the base contract that include the required products, services, and prices. Agencies should save these pages for their file documentation.

CONTRACTORS ACTING AS FISCAL AGENTS ARE PROHIBITED

When a subcontractor ultimately provides all of the products or performs all of the services that a CMAS contractor has agreed to provide, and the prime contractor only handles the invoicing of expenditures, then the prime contractor's role becomes that of a fiscal agent because it is merely administrative in nature, and does not provide a Commercially Useful Function (CUF). It is unacceptable to use fiscal agents in this manner because the agency is paying unnecessary administrative costs.

AGENCY RESPONSIBILITY

Each agency is responsible for its own contracting program and purchasing decisions, including use of the CMAS program and associated outcomes.

This responsibility includes, but is not necessarily limited to, ensuring the necessity of the services, securing appropriate funding, complying with laws and policies, preparing the purchase order in a manner that safeguards the State's interests, obtaining required approvals, and documenting compliance with Government Code (GC) § 19130.b (3) for outsourcing services.

**CALIFORNIA MULTIPLE AWARD SCHEDULE (CMAS)
CIVICACTIONS, INC.
CMAS NO. 3-16-70-3298A, SUPPLEMENT NO. 2**

It is the responsibility of each agency to consult as applicable with their legal staff and contracting offices for advice depending upon the scope or complexity of the purchase order.

If you do not have legal services available to you within your agency, the DGS Office of Legal Services is available to provide services on a contractual basis.

CONFLICT OF INTEREST

Agencies must evaluate the proposed purchase order to determine if there are any potential conflict of interest issues. See the CMAS Terms and Conditions, Conflict of Interest, for more information.

FEDERAL DEBARMENT

When federal funds are being expended, the agency is required to obtain (retain in file) a signed "Federal Debarment" certification from the CMAS contractor before the purchase order is issued.

This certification is required by the regulations implementing Executive Order 12549, Debarment and Suspension, 29 CFR Part 98, Section 98.510, Participants; responsibilities. The regulations were published as Part VII of the May 26, 1988 Federal Register (pages 19160-19211).

CONTRACTOR TRAVEL

The provision for travel expense reimbursement is included in this CMAS.

It is important the agency and CMAS contractor discuss necessary travel requirements prior to issuing the purchase order because the detail and cost (only as allowed for in the CMAS) must be included in the agency purchase order to be payable.

State agencies may only reimburse travel and per diem expenses according to State travel time and per diem rules for State employees. All travel expenses must be incorporated into the purchase order. For the current travel and per diem reimbursement rates, go to the California Department of Human Resources' website (www.calhr.ca.gov).

Notwithstanding the CMAS provisions, the State will not be responsible for the cost of travel to bring contractor personnel from out-of-state to the job site (unless specifically arranged by agency in advance). If requested by the agency, the State will be responsible for reimbursement of travel expenses from one California agency site to another.

State agencies should refer to State Administrative Manual (SAM) § 0774 "Travel and Related Reimbursement of Persons Not State Employees", when transportation and per diem costs are to be reimbursed by the State. Reimbursement must be supported by receipts.

Local government agencies will pay travel and per diem expenses according to their statutory requirements.

LIQUIDATED DAMAGES FOR LATE DELIVERY

The value of the liquidated damages cannot be a penalty, must be mutually agreed upon by agency and contractor and included in the purchase order to be applicable.

**CALIFORNIA MULTIPLE AWARD SCHEDULE (CMAS)
CIVICACTIONS, INC.
CMAS NO. 3-16-70-3298A, SUPPLEMENT NO. 2**

ACCEPTANCE TESTING CRITERIA

If the agency wants to include acceptance testing for all newly installed technology systems, and individual equipment, and machines which are added or field modified (modification of a machine from one model to another) after a successful performance period, the test criteria must be included in the purchase order to be applicable.

AMERICANS WITH DISABILITY ACT (ADA)

Section 504 of the Rehabilitation Act of 1973 as amended; Title VI and VII of the Civil Rights Act of 1964 as amended; Americans with Disabilities Act, 42 USC 12101; California Code of Regulations, Title 2, Title 22; California Government Code, Sections 11135, et seq.; and other federal and State laws, and Executive Orders prohibit discrimination. All programs, activities, employment opportunities, and services must be made available to all persons, including persons with disabilities. See Attachment A for Procurement Division's ADA Compliance Policy of Nondiscrimination on the Basis of Disability.

Individual government agencies are responsible for self-compliance with ADA regulations.

Contractor sponsored events must provide reasonable accommodations for persons with disabilities.

**DGS PROCUREMENT DIVISION CONTACT
AND PHONE NUMBER**

Department of General Services
Procurement Division, CMAS Unit
707 Third Street, 2nd Floor, MS 2-202
West Sacramento, CA 95605-2811

Phone # (916) 375-4365

**CALIFORNIA MULTIPLE AWARD SCHEDULE (CMAS)
CIVICACTIONS, INC.
CMAS NO. 3-16-70-3298A, SUPPLEMENT NO. 2**

ATTACHMENT A

ADA NOTICE

**Procurement Division (State Department of General Services)
AMERICANS WITH DISABILITIES ACT (ADA) COMPLIANCE
POLICY OF NONDISCRIMINATION ON THE BASIS OF DISABILITY**

To meet and carry out compliance with the nondiscrimination requirements of the Americans with Disabilities Act (ADA), it is the policy of the Procurement Division (within the State Department of General Services) to make every effort to ensure that its programs, activities, and services are available to all persons, including persons with disabilities.

For persons with a disability needing a reasonable accommodation to participate in the Procurement process, or for persons having questions regarding reasonable accommodations for the Procurement process, please contact the Procurement Division at (916) 375-4400 (main office); the Procurement Division TTY/TDD (telephone device for the deaf) or California Relay Service numbers which are listed below. You may also contact directly the Procurement Division contact person who is handling this procurement.

IMPORTANT: TO ENSURE THAT WE CAN MEET YOUR NEED, IT IS BEST THAT WE RECEIVE YOUR REQUEST AT LEAST 10 WORKING DAYS BEFORE THE SCHEDULED EVENT (i.e., MEETING, CONFERENCE, WORKSHOP, etc.) OR DEADLINE DUE-DATE FOR PROCUREMENT DOCUMENTS.

The Procurement Division TTY telephone numbers are:

Sacramento Office: 916-376-5127 (CALNET 480-5127)

The California Relay Service Telephone Numbers are:

Voice: 1-800-735-2922, or 7-1-1

Speech to Speech Service: 1-800-854-7784

CMAS QUARTERLY BUSINESS ACTIVITY REPORT

Company Name: _____

Reporting Calendar Year: _____

Revision

CMAS Number: _____

Reporting Quarter: Q1 (January to March)

For Questions Regarding this Report Contact:

Q2 (April to June)

Name: _____

Q3 (July to September)

Phone Number: _____

Q4 (October to December)

E-mail: _____

Check Here if No New Orders for This Quarter

STATE GOVERNMENT AGENCY PURCHASES						
State Agency Name	Purchase Order Number	Purchase Order Date	Total Dollars Per Purchase Order	Agency Contact	Agency Address	Phone Number

Total State Agency Dollars Reported for Quarter: \$ _____

LOCAL GOVERNMENT AGENCY PURCHASES						
Local Government Agency Name	Purchase Order Number	Purchase Order Date	Total Dollars Per Purchase Order	Agency Contact	Agency Address	Phone Number

Total Local Government Agency Dollars for Quarter: \$ _____

1% Remitted to DGS (does not apply to CA certified Small Businesses): \$ _____

Total of State and Local Government Agency Dollars Reported for this Quarter: \$ _____

ATTACHMENT B

CMAS Quarterly Business Activity Report

Instructions for **completing** the CMAS Quarterly Business Activity Report

1. Complete the top of the form with the appropriate information for your company.
2. **Agency Name** - Identify the State agency or Local Government agency that issued the order.
3. **Purchase Order Number** - Identify the purchase order number (and amendment number if applicable) on the order form. This is not your invoice number. This is the number the State agency or Local Government agency assigns to the order.
4. **Purchase Order Date** - Identify the date the purchase order was issued, as shown on the order. This is not the date you received, accepted, or invoiced the order.
5. **Total Dollars Per Purchase Order** - Identify the total dollars of the order excluding tax and freight. Tax must NOT be included in the quarterly report, even if the agency includes tax on the purchase order. The total dollars per order should indicate the entire purchase order amount (less tax and freight) regardless of when you invoice order, perform services, deliver product, or receive payment.
6. **Agency Contact** - Identify the ordering agency's contact person on the purchase order.
7. **Agency Address** - Identify the ordering agency's address on the purchase order.
8. **Phone Number** - Identify the phone number for the ordering agency's contact person.
9. **Total State Sales & Total Local Sales** - Separately identify the total State dollars and/or Local Government agency dollars (pre-tax) for all orders placed in quarter.
10. **1% Remitted to DGS** - Identify **1%** of the total Local Government agency dollars reported for the quarter. This is the amount to be remitted to DGS by contractors who are not California certified small businesses.
11. **Grand Total** - Identify the total of all State and Local Government agency dollars reported for the quarter.

Notes:

- A report is required for each CMAS, each quarter, even if there are no new orders for the quarter.
- Quarterly reports are due two weeks after the end of the quarter.

**GENERAL SERVICES ADMINISTRATION
FEDERAL SUPPLY SERVICE
FEDERAL SUPPLY SCHEDULE PRICE LIST**

The Contractor has been awarded under the cooperative purchasing and disaster recovery programs for SINs 70-500, 132-40, 132-41, 132-51, 132-52 and 132-56.

SIN 70 500 - Order-Level Materials (OLMs)

FSC/PSC Class D399 IT AND TELECOM- OTHER IT AND TELECOMMUNICATIONS
• Order-Level Materials Supplies and/or Services

SPECIAL ITEM NUMBER 132-40 - CLOUD COMPUTING SERVICES

FSC/PSC Class D305 IT Cloud Computing Services

SPECIAL ITEM NUMBER 132-41 - EARTH OBSERVATION SOLUTIONS (EOS)

FSC/PSC Class D304 IT AND TELECOM- TELECOMMUNICATIONS AND TRANSMISSION
• IT AND TELECOM-TELECOMMUNICATIONS AND TRANSMISSION

FSC/PSC Class D305 IT AND TELECOM-TELEPROCESSING, TIMESHARE, CLOUD COMPUTING, AND HIGH PERFORMANCE COMPUTING

• IT AND TELECOM- TELEPROCESSING, TIMESHARE, AND CLOUD COMPUTING

FSC/PSC Class D317 IT AND TELECOM- WEB-BASED SUBSCRIPTION

• Creation/Retrieval of IT Related Data Services
• Creation/Retrieval of Other Information Services
• Web-Based Subscription

FSC/PSC Class D399 IT AND TELECOM- OTHER IT AND TELECOMMUNICATIONS
• Other IT and Telecommunications Services

SPECIAL ITEM NUMBER 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 Creation/Retrieval of IT Related Automated News Services, Data Services, or Other Information Services (All other information services belong under Schedule 76)

FPDS Code D399 Other Information Technology Services, Not Elsewhere Classified

SPECIAL ITEM NUMBER 132-52 - ELECTRONIC COMMERCE AND SUBSCRIPTION SERVICES

FSC/PSC Class D304 IT AND TELECOM E-Mail Services, Internet Access Services, Navigation Services, Value Added Network Services (VANS)

FSC/PSC Class D399 IT AND TELECOM Other Data Transmission Services, Not elsewhere classified **SPECIAL ITEM**

NUMBER 132-56 - HEALTH INFORMATION TECHNOLOGY (IT) SERVICES

FSC/PSC Class D399 IT AND TELECOM Other Data Transmission Services, Not elsewhere classified

**Octo Consulting Group, Inc.
10780 Parkridge Blvd, 4th Floor
Reston, VA 20191
Tel: 571-423-0200 Fax: 703-763-2348
www.octoconsulting.com**

Contract Number: GS-35F-0234W

Period Covered by Contract: February 1, 2010 through January 31, 2025

General Services Administration

Federal Acquisition Service

Pricelist current MAS MOD A800 (Refresh 55)

On-line access to contract ordering information, terms and conditions, up-to-date pricing, and the option to create an electronic delivery order are available through GSAAdvantage!®, a menu-driven database system. The INTERNET address for GSAAdvantage!® is: GSAAdvantage.gov.

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

GENERAL TERMS AND CONDITIONS

- 1a. Awarded Special Item Numbers (SIN):
70 500 --- Order-Level Materials (OLMs)
Special Item Number 132-40 – Cloud Computing Services
Special Item Number 132-41 – Earth Observation Solutions
Special Item Number 132-51 - Information Technology Professional Services
Special Item Number 132 52 - Electronic Commerce and Subscription Services
Special Item Number 132-56 – Health Information Technology Services
- 1b. Lowest Priced Model Number and Price: Approved GSA Pricing
- 1c. Contractor hourly rates, a description of all corresponding commercial job titles, experience, functional responsibility and education for those types of employees or subcontractors:
Refer to page 18 for IT Professional Labor Category Descriptions
Refer to page 28 for Health IT Services Labor Category Descriptions
2. Maximum order.
\$500,000
3. Minimum order.
\$100
4. Geographic coverage (delivery area).
The Geographic Scope of Contract will be domestic delivery only.
5. Point of production (city, county, and State or foreign country).
*10780 Parkridge Blvd, 4th Floor
Reston, VA 20191*
6. Discount from list prices or statement of net price.
Prices shown are NET Prices; Basic Discounts have been deducted.
7. Quantity discounts.
None
8. Prompt payment terms.
0% - net 30 days from receipt of invoice or date of acceptance, whichever is later.
- 9a. The Government purchase Card will be accepted for payment on orders below the micro-purchase threshold.
- 9b. The Government purchase Card will be accepted for payment on orders above the micro-purchase threshold.
10. Foreign items are *not applicable*.

- 11a. Time of delivery: *As negotiated on the task order level.*
- 11b. Expedited Delivery: *As negotiated on the task order level.*
- 11c. Overnight and 2-day delivery: *As negotiated on the task order level.*
- 11d. Urgent Requirements: *As negotiated on the task order level.*
- 12. F.O.B. point.
Destination
- 13a. Ordering address.
*Octo Consulting Group, Inc.
Attn: Contracts
10780 Parkridge Blvd, 4th Floor
Reston, VA 20191*
- 13b. Ordering procedures: For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPA's) are found in Federal Acquisition Regulation (FAR) 8.405-3.
- 14. Payment address.
*Octo Consulting Group, Inc.
Attn: Accounts Receivable
10780 Parkridge Blvd, 4th Floor
Reston, VA 20191*
- 15. Warranty provision *is not applicable.*
- 16. Export packing charges are *not applicable.*
- 17. Terms and conditions of Government purchase card acceptance (any thresholds above the micro-purchase level).
None
- 18. Terms and conditions of rental, maintenance, and repair (if applicable).
See critical information section for SIN specific warranty information.
- 19. Terms and conditions of installation (if applicable).
All equipment is self-installable.
- 20. Terms and conditions of repair parts are *not applicable.*
See Critical Information section for SIN specific information.
- 20a. Terms and conditions for any other services are *not applicable.*
- 21. List of service and distribution points:
*10780 Parkridge Blvd, 4th Floor
Reston, VA 20191*
- 22. List of participating dealers is *not applicable.*
- 23. Preventive maintenance is *not applicable.*

- 24a. Special attributes such as environmental attributes are *not applicable*.
- 24b. If applicable, indicate that Section 508 compliance information is available on Electronic and Information Technology (EIT) supplies and services and show where full details can be found (e.g. contractor's website or other location.) The EIT standards can be found at: www.Section508.gov/.
- 25. Data Universal Number System (DUNS) number: *800127859*
- 26. Notification regarding registration in SAM.gov database: *4RSCO*

**TERMS AND CONDITIONS APPLICABLE TO CLOUD COMPUTING SERVICES
(SPECIAL ITEM NUMBER 132-40)**

1. SCOPE

- (A) The labor categories, prices, terms and conditions stated under Special Item Numbers 132-40 Cloud Services and Related IT Professional Services apply exclusively to this SIN within the scope of this Information Technology Schedule. It is anticipated that the relevant IT Professional Services for this SIN (132-40) are related to the following: assessing cloud solutions, preparing for cloud solutions, refactoring legacy solutions for cloud migration, migrating legacy or other systems to cloud solutions, DevOps, developing new cloud based applications and providing management/governance for cloud solutions. Contractors may propose other types of relevant professional services as long as they are specifically designed to work within and/or support the types of cloud product services described in SIN 132-40.
- (B) Cloud Related IT Professional Services provided under this SIN shall comply with all certifications and industry standards as applicable pertaining to the type of services as specified by ordering agency.
- (C) The Contractor shall provide Cloud Related IT Professional Services at the Contractor's facility and/or at the ordering activity location, as agreed to by the Contractor and the ordering activity.

2. ORDER

- (A) Agencies may use written orders, Electronic Data Interchange (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 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.

DESCRIPTION OF CLOUD COMPUTING SERVICES

Octo Consulting Group, Inc. (Octo) offers the Autonomic Resources Cloud Platform (ARC-P™) Infrastructure-as-a-Service (IaaS) cloud for government-wide use. The ARC-P platform is accredited at the FedRAMP High Baseline. The ARC-P cloud service provides both physical and virtual machines, and other cloud resources. ARC-P is a Kernel-based Virtual Machine (KVM)-based cloud system and assures interoperability and support for multiple hypervisor images. ARC-P can support large numbers of agency virtual machines with the ability to scale services up and down according to the agency customers' varying requirements. ARC-P IaaS offers additional resources, such as a virtual-machine disk image library, raw (block) and file-based storage, firewalls, load balancers, IP addresses, virtual local area networks (VLANs), and software bundles. ARC-P IaaS supplies elastic compute resources on-demand from ARC-P compute pools installed in our Continental United States (CONUS) data centers. For agency wide-area connectivity, agencies can use either the Internet or carrier clouds (dedicated virtual private networks (VPN)).

3. PERFORMANCE OF SERVICES

- (A) The Contractor shall commence performance of Cloud Related IT Professional Services on the date agreed to by the Contractor and the ordering activity.
- (B) The Contractor agrees to render Cloud Related IT Professional Services 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. Cloud Related IT Professional Services shall be completed in a good and workmanlike manner.

- (D) Any Contractor travel required in the performance of Cloud Related IT Professional 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. All travel will be agreed upon with the client prior to the Contractor's travel.

3. PERFORMANCE OF SERVICES

- (A) The Contractor shall commence performance of Cloud Related IT Professional Services on the date agreed to by the Contractor and the ordering activity.
- (B) The Contractor agrees to render Cloud Related IT Professional Services 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. Cloud Related IT Professional Services shall be completed in a good and workmanlike manner.
- (D) Any Contractor travel required in the performance of Cloud Related IT Professional 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. All travel will be agreed upon with the client prior to the Contractor's travel.

4. INSPECTION OF SERVICES

Inspection of services is in accordance with 552.212-4 CONTRACT TERMS AND CONDITIONS--COMMERCIAL ITEMS (JAN 2017) (DEVIATION - FEB 2007) (DEVIATION - FEB 2018) for Firm-Fixed Price orders; or GSAR 552.212-4 CONTRACT TERMS AND CONDITIONS-COMMERCIAL ITEMS (JAN 2017) (DEVIATION - FEB 2018) (ALTERNATE I - JAN 2017) (DEVIATION - FEB 2007) for Time-and-Materials and Labor Hour Contracts orders placed under this contract.

5. 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 (MAY 2014) Rights in Data - General, may apply. The Contractor shall comply with contract clause (52.204-21) to the Federal Acquisition Regulation (FAR) for the basic safeguarding of contractor information systems that process, store, or transmit Federal data received by the contract in performance of the contract. This includes contract documents and all information generated in the performance of the contract.

6. RESPONSIBILITIES OF THE ORDERING ACTIVITY

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

7. INDEPENDENT CONTRACTOR

All Cloud Computing 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.

8. 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.

9. INVOICES

The Contractor, upon completion of the work ordered, shall submit invoices for Cloud Computing 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 IT professional services performed during the preceding month.

10. PAYMENTS

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. Payments shall be made in accordance with:

For orders that are NOT time-and-materials/labor hours (fixed price applicable).

- GSAR 552.212-4 CONTRACT TERMS AND CONDITIONS—COMMERCIAL ITEMS (JAN 2017) (DEVIATION – FEB 2007) (DEVIATION - FEB 2018)

For orders that are time-and-materials/labor hours.

- GSAR 552.212-4 CONTRACT TERMS AND CONDITIONS-COMMERCIAL ITEMS (JAN 2017) (DEVIATION - FEB 2018) (ALTERNATE I - JAN 2017) (DEVIATION - FEB 2007)
- FAR 52.216-31 (Feb 2007) Time-and Materials/Labor-Hour Proposal Requirements— Commercial Item Acquisition. As prescribed in 16.601(f)(3), insert the following provision: (1) The Government contemplates award of a Time-and-Materials or Labor-Hour type of contract resulting from this solicitation. (2) 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 i. The offeror; ii. Subcontractors; and/or iii. Divisions, subsidiaries, or affiliates of the offeror under a common control.

10. RESUMES

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

11. 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.

12. DESCRIPTION OF CLOUD COMPUTING LABOR HOURS AND PRICING

See Page 44-48 for SIN 132-40 Pricing.

**TERMS AND CONDITIONS APPLICABLE TO EARTH OBSERVATION SOLUTIONS (EOS)
(SPECIAL ITEM NUMBER 132-41)**

1. SCOPE

- (A) The terms and conditions stated under Special Item Numbers 132-41 Earth Observation Solutions apply exclusively to this SIN within the Information Technology Schedule.
- (B) This SIN is a solutions SIN, which involves services and products to include but not limited to imagery, subscriptions, software, platform and data as a service, and end-to-end data analytics. This SIN provides ordering activities with access to a wide range of Earth Observation Solutions.
- (C) Earth Observation Solutions provided shall comply with all certifications and industry standards as specified by ordering activity.
- (D) 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. INFORMATION ASSURANCE/SECURITY REQUIREMENTS

- (A) The contractor shall meet information assurance and security requirements in accordance with the ordering activity requirements specified in the order and/or Blanket Purchase Agreement. The ordering activity is responsible for ensuring to the maximum extent practicable that each requirement issued is in compliance with the Federal Information Security Management Act (FISMA) as applicable.
- (B) The ordering activity shall assign an impact level (per Federal Information Processing Standards Publication 199 & 200 (FIPS 199, "Standards for Security Categorization of Federal Information and Information Systems") (FIPS 200, "Minimum Security Requirements for Federal Information and Information Systems") prior to issuing the initial statement of work. Evaluations shall consider the extent to which each proposed service accommodates the necessary security controls based upon the assigned impact level. The Contractor awarded the SIN shall be capable of meeting at least the minimum security requirements assigned against a low-impact information system.
- (A) (C)The ordering activity reserves the right to independently evaluate, audit, and verify the FISMA compliance for any proposed or awarded services. All FISMA certification, accreditation, and evaluation activities are the responsibility of the ordering activity.
- (C) Ordering activities are responsible for determining any additional information assurance and security related requirements based on the nature of the application and relevant mandates. This may include incorporation of the appropriate security forms (e.g., a DD254) for any special clearance requirements and indoctrinations, such as Sensitive Compartmented Information (SCI). This may also include DOD Directives cited in specific orders and Blanket Purchase Agreements.

3. STANDARDS COMPLIANCE

Vendor suitability for offering solutions through the Earth Observation Solutions SIN must be in accordance with the laws and standards when cited applicable to specific orders and Blanket Purchase Agreements. Offerings shall comply with cited Department of Defense (DoD) standards, Intelligence Community (IC) standards, Open Geospatial Consortium (OGC) standards (<http://www.opengeospatial.org/standards>), and other standards such as <https://nationalmap.gov/standards> stated as applicable in specific orders and Blanket Purchase Agreements.

4. ORDERING

- (A) Ordering activities/agencies may use written orders, Electronic Data Interchange (EDI) orders, Blanket Purchase Agreements, individual purchase orders, delivery 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 delivery or task orders are subject to the terms and conditions of the contract. In the event of conflict between an 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 during normal working hours, unless otherwise agreed to by the Contractor and the ordering activity.
- (C) (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) (D)Any Contractor travel required in the performance of Earth Observation Solutions 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. All travel will be agreed upon with the client prior to the Contractor's travel.

6. INSPECTION AND ACCEPTANCE

The Contractor shall only tender for acceptance those items that conform to the requirements of this contract. The ordering activity reserves the right to inspect or test any product that has been tendered for acceptance. The ordering activity may require repair or replacement of nonconforming item at no increase in contract price. The ordering activity must exercise its post acceptance rights (1) within a reasonable time after the defect was discovered or should have been discovered; and (2) before any substantial change occurs in the condition of the product, unless the change is due to the defect in the product. For inspection and acceptance, the latest versions in the contract apply of 52.212-4 CONTRACT TERMS AND CONDITIONS –COMMERCIAL ITEMS and 552.212-4 - CONTRACT TERMS AND CONDITIONS – COMMERCIAL ITEMS.

7. ENTERPRISE USER LICENSE AGREEMENTS REQUIREMENTS (EULA)/COMMERCIAL SUPPLIER AGREEMENTS (CSAs)

Commercial Supplier Agreements to include Enterprise User License Agreements or Terms of Service (TOS) agreements. The Contractor shall provide all Commercial Supplier Agreements to include Enterprise User License Agreements or Terms of Service (TOS) agreements in an editable Microsoft Office (Word) format for review prior to award.

8. WARRANTY

Unless specified otherwise in this contract, the Contractor's standard commercial guarantee/warranty as stated in the contract's commercial pricelist will apply to this contract.

The Contractor warrants and implies that the items delivered hereunder are merchantable and fit for use for the particular purpose described in this contract. If no implied warranties are given, an express warranty of at least 60 days must be given in accordance with FAR 12.404(b)(2).

Limitation of Liability. Except as otherwise provided by an express or implied warranty, the Contractor will not be liable to the ordering activity for consequential damages resulting from any defect or deficiencies in accepted items.

9. TECHNICAL SERVICES

The Contractor, without additional charge to the ordering activity, shall provide a hot line technical support number for the purpose of providing user assistance and guidance in the implementation of any software provided. Technical support number shall be provided to the GSA Contracting Officer or the user ordering activity as called for in a task order.

10. 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 (MAY 2014) Rights in Data – General, may apply.

The Contractor shall comply with contract clause (52.204-21) to the Federal Acquisition Regulation (FAR) for the basic safeguarding of contractor information systems that process, store, or transmit Federal data received by the contract in performance of the contract. This includes contract documents and all information generated in the performance of the contract.

11. RESPONSIBILITIES OF THE ORDERING ACTIVITY

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

12. INDEPENDENT CONTRACTOR

All work performed under the Earth Observation Solutions SIN shall be as an independent Contractor, and not as an agent or employee of the ordering activity

13. 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.

14. INVOICES

The Contractor, upon completion of the work ordered, shall submit invoices. 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.

15. RESUMES

Resumes shall be provided to the GSA Contracting Officer or the user ordering activity upon request or as required. The contractor is required to provide personnel meeting the qualifications specified under any labor categories quoted on a Time & Materials order or that form the Firm Fixed Price.

16. 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.

17. DESCRIPTION OF SERVICES AND PRICING

See Page 22 for SIN 132-41 Labor Category Descriptions

See Page 49 for SIN 132-41 Price List

Group 70 Information Technology Schedule is not to be used as a means to procure services which fall under the Brooks Act. The services offered under this SIN shall NOT include construction, alteration of real property or Architect-Engineering (A-E) services as set forth in FAR Part 36. 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 that are allowable on Schedule 70

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

1. SCOPE

(A) The prices, terms and conditions stated under Special Item Number 132-51 Information Technology Professional Services apply exclusively to IT Professional Services within the scope of this Information Technology Schedule.

(B) The Contractor shall provide services at the Contractor's facility and/or at the ordering activity location, as agreed to by the Contractor and the ordering activity.

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

(A) Performance incentives may be agreed upon between the Contractor and the ordering activity on individual fixed price orders or Blanket Purchase Agreements under this contract.

(B) The ordering activity must establish a maximum performance incentive price for these services and/or total solutions on individual orders or Blanket Purchase Agreements.

(C) Incentives should be designed to relate results achieved by the contractor to specified targets. To the maximum extent practicable, ordering activities shall consider establishing incentives where performance is critical to the ordering activity's mission and incentives are likely to motivate the contractor. Incentives shall be based on objectively measurable tasks.

3. ORDER

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

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

4. PERFORMANCE OF SERVICES

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

(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.

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-

- i. Cancel the stop-work order; or
- ii. 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-

- i. 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
- ii. 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 552.212-4 CONTRACT TERMS AND CONDITIONS—COMMERCIAL ITEMS (JAN 2017) (DEVIATION – FEB 2007)(DEVIATION - FEB 2018) for Firm-Fixed Price orders; or GSAR 552.212-4 CONTRACT TERMS AND CONDITIONS—COMMERCIAL ITEMS (JAN 2017) (DEVIATION - FEB 2018) (ALTERNATE I - JAN 2017) (DEVIATION - FEB 2007) for 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—
 - i. The offeror;
 - ii. Subcontractors; and/or
 - iii. (3) Divisions, subsidiaries, or affiliates of the offeror under a common control.

13. RESUMES

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

14. INCIDENTAL SUPPORT COSTS

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

15. APPROVAL OF SUBCONTRACTS

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

16. DESCRIPTION OF IT PROFESSIONAL SERVICES AND PRICING

See Page 23-40 for SIN 132-51 Labor Category Descriptions

See Page 50-51 for SIN 132-51 Price List

DEGREE MAY BE SUBSTITUTED AS FOLLOWS:

ASSOCIATE DEGREE = 2 YEARS EXPERIENCE

BACHELOR DEGREE = 4 YEARS EXPERIENCE

MASTERS DEGREE = 6 YEARS EXPERIENCE

PHD = 8 YEARS EXPERIENCE

EDUCATION MAY BE SUBSTITUTED AS FOLLOWS:

2 YEARS EXPERIENCE = ASSOCIATE DEGREE

4 YEARS EXPERIENCE = BACHELOR DEGREE

6 YEARS EXPERIENCE = MASTERS DEGREE

8 YEARS EXPERIENCE = PHD

**TERMS AND CONDITIONS APPLICABLE TO ELECTRONIC COMMERCE AND SUBSCRIPTION SERVICES
(SPECIAL ITEM NUMBER 132-52)**

1. SCOPE

(A) The prices, terms and conditions stated under Special Item Number 132-52 Electronic Commerce (EC) Services apply exclusively to EC Services within the scope of this Information Technology Schedule.

2. ELECTRONIC COMMERCE CAPACITY AND COVERAGE

The Ordering Activity shall specify the capacity and coverage required as part of the initial requirement.

3. INFORMATION ASSURANCE

- (A) The Ordering Activity is responsible for ensuring to the maximum extent practicable that each requirement issued is in compliance with the Federal Information Security Management Act (FISMA)
- (B) The Ordering Activity shall assign an impact level (per Federal Information Processing Standards Publication 199 & 200 (FIPS 199, "Standards for Security Categorization of Federal Information and Information Systems") (FIPS 200, "Minimum Security Requirements for Federal Information and Information Systems") prior to issuing the initial statement of work. Evaluations shall consider the extent to which each proposed service accommodates the necessary security controls based upon the assigned impact level. The Contractor awarded SIN 132-52 is capable of meeting at least the minimum security requirements assigned against a low-impact information system (per FIPS 200).
- (C) The Ordering Activity reserves the right to independently evaluate, audit, and verify the FISMA compliance for any proposed or awarded Electronic Commerce services. All FISMA certification, accreditation, and evaluation activities are the responsibility of the ordering activity.

4. DELIVERY SCHEDULE.

The Ordering Activity shall specify the delivery schedule as part of the initial requirement. The Delivery Schedule options are found in *Information for Ordering Activities Applicable to All Special Item Numbers*, paragraph 6. *Delivery Schedule*.

5. INTEROPERABILITY.

When an Ordering Activity requires interoperability, this requirement shall be included as part of the initial requirement. Interfaces may be identified as interoperable on the basis of participation in a sponsored program acceptable to the Ordering Activity. Any such access or interoperability with teleports/gateways and provisioning of enterprise service access will be defined in the individual requirement.

6. ORDER

- (A) Agencies may use written orders, EDI orders, blanket purchase agreements, individual purchase orders, or task orders for ordering electronic services under this contract. Blanket Purchase Agreements shall not extend beyond the end of the contract period; all electronic 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.

7. PERFORMANCE OF ELECTRONIC SERVICES

- (A) The Contractor shall provide electronic services on the date agreed to by the Contractor and the ordering activity.

8. RESPONSIBILITIES OF THE CONTRACTOR

The Contractor shall comply with all laws, ordinances, and regulations (Federal, State, City, or otherwise) covering work of this character.

9. RIGHTS IN DATA

The Contractor shall comply FAR 52.227-14 RIGHTS IN DATA – GENERAL and with all laws, ordinances, and regulations (Federal, State, City, or otherwise) covering work of this character.

10. ACCEPTANCE TESTING

If requested by the ordering activity the Contractor shall provide acceptance test plans and procedures for ordering activity approval. The Contractor shall perform acceptance testing of the systems for ordering activity approval in accordance with the approved test procedures.

11. WARRANTY

The Contractor shall provide a warranty covering each Contractor-provided electronic commerce service. The minimum duration of the warranty shall be the duration of the manufacturer's commercial warranty for the item listed below:

No equipment is being offered. Any hardware involved in delivering the services is covered by the corresponding manufacturer's warranty.

The warranty shall commence upon the later of the following:

- (A) Activation of the user's service
- (B) Installation/delivery of the equipment The Contractor, by repair or replacement of the defective item, shall complete all warranty services within five working days of notification of the defect. Warranty service shall be deemed complete when the user has possession of the repaired or replaced item. If the Contractor renders warranty service by replacement, the user shall return the defective item(s) to the Contractor as soon as possible but not later than ten (10) working days after notification.

12. MANAGEMENT AND OPERATIONS PRICING

The Contractor shall provide management and operations pricing on a uniform basis. All management and operations requirements for which pricing elements are not specified shall be provided as part of the basic service.

13. TRAINING

The Contractor shall provide normal commercial installation, operation, maintenance, and engineering interface training on the system. If there is a separate charge, indicate below: See attached pricelist for pricing information.

14. MONTHLY REPORTS

In accordance with commercial practices, the Contractor may furnish the ordering activity/user with a monthly summary ordering activity report.

15. ELECTRONIC COMMERCE SERVICE PLAN

- (A) Electronic service plan and eligibility requirements. Source.Select™ is a web-based software tool designed to facilitate and streamline the Federal source selection process from receipt of proposals through contract award.
- (B) See pages 52-54 for SIN 132-52 for pricing information.

**TERMS AND CONDITIONS APPLICABLE TO HEALTH INFORMATION TECHNOLOGY (IT) SERVICES
(SPECIAL ITEM NUMBER 132-56)**

1. SCOPE

- (A) The labor categories, prices, terms and conditions stated under Special Item Number 132-56 Health Information Technology Services apply exclusively to Health IT Services within the scope of this Information Technology Schedule.
- (B) This SIN is limited to Health IT Services only. Software and hardware products are out of scope. Hardware and software can be acquired through different Special Item Numbers on IT Schedule 70 (e.g. 132-32, 132-33, 132-8).
- (C) This SIN provides ordering activities with access to Health IT services.
- (D) Health IT Services provided under this SIN shall comply with all Healthcare certifications and industry standards as applicable at the task order level.
- (E) 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. ORDER

- (A) Agencies may use written orders, Electronic Data Interchange (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.

3. PERFORMANCE OF SERVICES

- (A) The Contractor shall commence performance of services on the date agreed to by the Contractor and the ordering activity. All Contracts will be fully funded.
- (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 Health 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. All travel will be agreed upon with the client prior to the Contractor's travel.

4. INSPECTION OF SERVICES

In accordance 552.212-4 CONTRACT TERMS AND CONDITIONS—COMMERCIAL ITEMS (JAN 2017) (DEVIATION – FEB 2007) (DEVIATION - FEB 2018) for Firm-Fixed Price orders; or GSAR 552.212-4 CONTRACT TERMS AND CONDITIONS—COMMERCIAL ITEMS (JAN 2017) (DEVIATION - FEB 2018) (ALTERNATE I - JAN 2017) (DEVIATION - FEB 2007) for Time-and-Materials and Labor-Hour Contracts orders placed under this contract.

5. 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.

6. RESPONSIBILITIES OF THE ORDERING ACTIVITY

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

7. INDEPENDENT CONTRACTOR

All Health 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.

8. 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.

9. INVOICES

The Contractor, upon completion of the work ordered, shall submit invoices for Health 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.

10. RESUMES

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

11. INCIDENTAL SUPPORT COSTS

Incidental support costs are not considered part of 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.

12. 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.

13. DESCRIPTION OF HEALTH IT SERVICES AND PRICING

Octo Consulting Group, Inc. (Octo), has the relevant experience and capabilities to support the addition of the Health IT Special Item Number (SIN) to our existing GSA IT Schedule 70 GWAC. Octo is not a typical small business IT systems developer or integrator. We are a nimble, customer-focused mid-sized business with the maturity, scale, and experience to deliver large complex Health IT projects. Because of our size, we maintain an intense focus

on all of our customers. Our record of attracting and retaining the talented resources that are required to bring new ideas and to drive innovations in digital services and supporting the evolving needs of Federal Health agencies. Octo has relevant capabilities around Agile development, using the methodology to support a number of critical mission systems. We also have a strong user interface / user-experience (UI/UX) design capability wherein we work with users directly to build systems faster, more accurately, and with greater customer loyalty and adoption. We round out our digital services offerings with data visualization, cloud computing, and consulting to help transform Health applications.

Octo has capabilities to support four different Health perspectives in the Federal government:

SUPPORTING RESEARCH AND DEVELOPMENT - We can help organizations find new opportunities to enable collaboration and foster creative discoveries, leverage pooled data from distributed information sources and communicate information more effectively through graphical and interactive means, and streamline the grants administration process through improved document management workflow. Our specific capabilities in this area include Data Analytics / "Big Data", Grants Administration, and Crowd Sourcing / Idea Management.

CAPABILITIES SUPPORTING THE PROVIDER – We can help providers with assessments and acquisitions of technology products and vendor services, improving interoperability and sustainability of HIEs, redesigning their underlying infrastructure and/or operations in order to support secured information exchanges, and using evidence-based medicine and science to systematically drive preventative and remedial care.

CAPABILITIES SUPPORTING THE PAYER – We can help payers transform their businesses into a 21st century-ready organization by identifying and recommending opportunities for cost-savings and improved operational efficiency, such as replacing outdated technologies with emerging ones to reduce the massive costs associated with the manual processing of claims; re-engineering business processes to keep pace with the evolution of payments and reimbursements; planning and implementing case management solutions to enhance efficiency, better handle increasingly complex cases, and ensure regulatory compliance.

CAPABILITIES SUPPORTING THE REGULATOR / POLICY MAKER - Regulators / policy makers in health are charged with protecting and promoting health and safety by creating, instituting, and enforcing plans, actions, and decisions. Octo can help organizations more easily establish, implement, and manage these changes by harnessing the power of "big data" and data analytics to help uncover trends and patterns and supporting the development of strategic plans and policies to shape and guide the direction of the organization.

See Pages 44-45 for SIN 132-56 Labor Category Descriptions

See Page 55 for SIN 132-56 Price List

EDUCATION SUBSTITUTION LANGUAGE

DEGREE MAY BE SUBSTITUTED AS FOLLOWS:

ASSOCIATE DEGREE = 2 YEARS EXPERIENCE

BACHELOR DEGREE = 4 YEARS EXPERIENCE

MASTERS DEGREE = 6 YEARS EXPERIENCE

PHD = 8 YEARS EXPERIENCE

EDUCATION MAY BE SUBSTITUTED AS FOLLOWS:

2 YEARS EXPERIENCE = ASSOCIATE DEGREE

4 YEARS EXPERIENCE = BACHELOR DEGREE

6 YEARS EXPERIENCE = MASTERS DEGREE

8 YEARS EXPERIENCE = PHD

**LABOR CATEGORY DESCRIPTIONS FOR EARTH OBSERVATION SOLUTIONS (EOS)
(SPECIAL ITEM NUMBER 132-41)**

Labor Category	Description	Minimum Experience	Education
GIS UI Designer	The GIS UI Designer designs, develops, and integrates user interfaces to support geospatial use cases. Using prototyping tools including Axure RP and Adobe Creative Suite, the GIS UI Designer develops low and high-fidelity mockups of proposed geospatial designs as well as associated work flow diagrams and information architecture graphics. Once approved, the GIS UI Designer uses HTML and CSS to build dynamic, interactive web components that support user interaction with geospatial content including base maps, feature layers, and the tools, toggles, and menus required to build a desired view of information.	10 years	Bachelor's Degree or equivalent experience
GIS UI Developer	The GIS UI Developer builds and integrates web-based GIS components using HTML5, CSS3, and JavaScript libraries, including Angular, Node and GIS libraries like OpenLayers, Leaflet, and ESRI. The GIS UI developer integrates into Agile development teams, being experienced using Scrum and Scrum XP, and specializes in building the UI components required to allow end-users to layer content, calculate GIS information, and identify available geospatial content within polygon, bounding box, or point-radius based extents.	10 years	Bachelor's Degree or equivalent experience
GIS JavaScript Developer	The GIS JavaScript Developer builds custom JavaScript-based web components to support geospatial web applications. Using modern JavaScript web frameworks like Angular, Node, Handlebars, Ember, and React as well as custom JavaScript code, the GIS JavaScript Developer builds tailored software solutions to challenges related to web site performance and data, content management system, and API integration. The GIS JavaScript developer regularly integrates GIS and RESTful APIs to enable users to request, customize, replace, delete, and update content stored in geospatial and traditional relational databases.	10 years	Bachelor's Degree or equivalent experience

**LABOR CATEGORY DESCRIPTIONS FOR INFORMATION TECHNOLOGY (IT) PROFESSIONAL SERVICES
(SPECIAL ITEM NUMBER 132-51)**

Labor Category	Description	Minimum Experience	Education
Project Manager 3	Responsible for overall program management of complex, multi-task IT projects. Oversees all technical operations, prepares financial and contractual requirements. Responsible for cost control. Works with client representatives to ensure smooth project operation. Manages technical and administrative personnel when necessary.	10 years	Bachelor’s Degree in Business/ Management /IT or related field. Advanced degree/ relevant professional certification (e.g. PMP) preferred.
Project Manager 2	Responsible for all aspects of the development and implementation of assigned projects and provides a single point of contact for those projects. Takes projects from original concept through final implementation. Interfaces with all areas affected by the project including end users, computer services, and client services. Defines project scope and objectives. Develops detailed work plans, schedules, project estimates, resource plans, and status reports. Conducts project meetings and is responsible for project tracking and analysis. Ensures adherence to quality standards and reviews project deliverables. Manages the integration of vendor tasks and tracks and reviews vendor deliverables. Provides technical and analytical guidance to project team. Recommends and takes action to direct the analysis and solutions of problems.	8 years	Bachelor’s Degree in Business/ Management /IT or related field. Advanced degree/ relevant professional certification (e.g. PMP) preferred.
Project Manager 1	Responsible for all aspects of the development and implementation of assigned projects and provides a single point of contact for those projects. Assists in the definition of project scope and objectives. Assists in the development of detailed work plans, schedules, project estimates, resource plans, and status reports. Conducts project meetings and is responsible for project tracking and analysis. Ensures adherence to quality standards and reviews project deliverables. Manages the integration of vendor tasks and tracks and reviews vendor deliverables. Provides technical and analytical guidance to project team. Recommends and takes action to direct the analysis and solutions of problems.	5 years	Bachelor’s Degree in Business/ Management /IT or related field.

Labor Category	Description	Minimum Experience	Education
IT Subject Matter Expert 3	Provides highly skilled technical and functional expertise on advanced and state-of-the-art methods, theories, and techniques required in the planning, design, development and implementation of complex large scale distributed systems. Overseas staff and provides expert advice on the most appropriate implementation strategies.	10 years	Bachelor's Degree in Computer Science/Information Systems/ Engineering or related field. Advanced degree/ relevant professional certification preferred
IT Subject Matter Expert 2	Provides skilled technical and functional expertise on advanced and state-of-the-art methods, theories, and techniques required in the planning, design, development and implementation of complex large scale distributed systems. Assesses user needs to determine technical, programmatic, and functional requirements; determines the most appropriate implementation strategies.	8 years	Bachelor's Degree in Computer Science/Information Systems/ Engineering or related field. Advanced degree/ relevant professional certification preferred.
IT Subject Matter Expert 1	Provides technical and functional expertise on advanced and state-of-the-art methods, theories, and techniques required in the planning, design, development and implementation of complex large scale distributed systems. Assists in analyzing user needs to determine technical, programmatic, and functional requirements; determine the most appropriate implementation strategies.	5 years	Bachelor's Degree in Computer Science/Information Systems/ Engineering or related field. Advanced degree/ relevant professional certification preferred.
Business Subject Matter Expert 3	Possesses extensive functional and technical knowledge of highly specialized applications and operational environments. Possesses extensive experience in analyzing and solving exceptionally complex problems that need extensive knowledge of the subject matter for effective implementation. Capable of providing expert advice as needed in all phases of software development with emphasis on the planning, analysis, testing, integration, documentation, and implementation phases.	10 years	Bachelor's Degree in Business/ Management /IT or related field. Advanced degree/ relevant professional certification preferred.
Business Subject Matter Expert 2	Possesses extensive functional and technical knowledge of highly specialized applications and operational environments. Possesses experience in analyzing and solving complex problems that need extensive knowledge of the subject matter for effective implementation. Participates as needed in all phases of software development with emphasis on the planning, analysis, testing, integration, documentation, and implementation phases.	8 years	Bachelor's Degree in Business/ Management /IT or related field. Advanced degree/ relevant professional certification preferred.

Labor Category	Description	Minimum Experience	Education
Business Subject Matter Expert 1	Possesses functional and technical knowledge of highly specialized applications and operational environments. Possesses relevant experience in analyzing and solving moderately complex to complex systems. Identifies problems, analyzes and develops solution with the assistance of senior SME's. Coordinates and manages the preparation of analysis, evaluations, and recommendations for proper implementation of programs and systems.	5 years	Bachelor's Degree in Business/ Management /IT or related field. Advanced degree/ relevant professional certification preferred.
COTS Product Specialist	Possesses extensive experience in specialized COTS products. Provides very skilled technical expertise required in configuring and integrating specialized COTS products in complex large scale distributed systems environment.	3 years	Bachelor's Degree in Computer Science/Information Systems/ Engineering or related field, with additional product-specific training.
Application Architect	Works independently designing and developing architecture for new software products or major enhancements to existing systems. May lead a large development team in the design of highly complex software systems. Acts as highest-level technical expert, addressing problems of systems integration, compatibility, and multiple platforms. Responsible for project completion.	8 years	Bachelor's Degree in Computer Science/Information Systems/ Engineering or related field. Advanced degree/ relevant professional certification preferred.
Information Architect	Translates business needs into long-term information architecture solutions. Defines, designs, and builds dimensional databases. Responsible for developing data warehousing blueprints, evaluating hardware and software platforms, and integrating systems. Evaluates reusability of current data for additional analyses. Conducts data cleaning to rid the system of old, unused, or duplicate data. Reviews object and data models and the metadata repository to structure the data for better management and quicker access.	8 years	Bachelor's Degree in Computer Sciences/Information Systems/ Engineering or related field. Advanced degree/ relevant professional certification preferred.
Systems Administrator 2	Responsible for activities related to system administration. Assigns personnel to various projects, directs their activities, and evaluates their work. Ensures long-term requirements of systems operations and administration are included in the overall information systems planning of the organization. Oversees installation, maintenance, configuration, and integrity of computer systems and operating environments. Implements operating system enhancements that will improve the reliability and performance of the system.	8 years	Bachelor's Degree in Computer Science/Information Systems/ Engineering or related field. Additional technical training preferred.

Labor Category	Description	Minimum Experience	Education
Systems Administrator 1	Under general supervision, responsible for installing, configuring, and maintaining operating system workstations and servers, including web servers, in support of business processing requirements. Performs software installations and upgrades to operating systems and layered software packages. Schedules installations and upgrades and maintains them in accordance with established IT policies and procedures. Monitors and tunes the system to achieve optimum performance levels. Ensures workstation/server data integrity by evaluating, implementing, and managing appropriate software and hardware solutions. Ensures data/media recoverability by implementing a schedule of system backups and database archive operations. Develops and maintains a comprehensive operating system hardware and software configuration database/library of all supporting documentation.	3 years	Bachelor's/Associates Degree in Computer Science/Information Systems or related field.
Network Administrator	Provides administration of Network, Web, and/or communication systems, including Local Area Network (LAN) and Wide Area Network (WAN) systems, involving network security. Prepares technical implementation plans that provide integrated solutions including actions, milestones, timelines and critical paths required for complete solutions.	8 years	Bachelor's Degree in Computer Science/Information Systems/ Engineering or related field. Additional technical training preferred.
Database Analyst	Designs, implements and maintains moderately complex databases, access methods, access time, device allocation, validation checks, organization, protection and security, documentation and statistical methods. Maintains database dictionaries, monitors standards and procedures and integration of systems through database design.	1-3 years	Associates Degree
Database Management Specialist	Provides highly technical expertise in the use of DBMS. Evaluates and recommends available DBMS products to support validated user requirements. Defines file organization, indexing methods and security procedures for specific user applications.	3-7 years	Bachelor's Degree

Labor Category	Description	Minimum Experience	Education
Database Administrator	Participates in the design, creation, and maintenance of computerized databases. Responsible for quality control and auditing of databases to ensure accurate and appropriate use of data. Works with management to develop database strategies to support company needs. Consults with and advises users on access to various databases. Works directly with users to resolve data conflicts and inappropriate data usage. Directs the maintenance and use of the corporate data dictionary. Typically requires two to four years of experience.	7 years	Bachelor's Degree in Computer Science/Information Systems/ Engineering or related field. Additional product-specific training preferred.
Configuration Manager	Provides configuration management planning. Describes provisions for configuration identification, change control, configuration status accounting, and configuration audits. Regulates the change process so that only approved and validated changes are incorporated into product documents and related software.	7 years	Bachelor's Degree in Computer Science/Information Systems/ Engineering or related field. Additional technical training preferred.
Information Assurance Specialist 2	Establishes and satisfies complex system-wide information security requirements based upon the analysis of user, policy, regulatory, and resource demands. Supports customers at the highest levels in the development and implementation of doctrine and policies. Applies know-how to government and commercial common user systems, as well as to dedicated special purpose systems requiring specialized security features and procedures.	10 years	Bachelor's Degree in Computer Science/Information Systems/ Engineering or related field. Additional technical training preferred.
Information Assurance Specialist 1	Analyzes and defines security requirement for computer systems which may include mainframes, workstations, and personal computers. Designs, develops, engineers, and implements solutions that meet security requirements. Provides integration and implementation of the computer system security solution.	5 years	Bachelor's Degree in Computer Science/Information Systems/ Engineering or related field.

Labor Category	Description	Minimum Experience	Education
Quality Assurance Specialist 2	Carries out procedures to ensure that all information systems, products and services meet organization standards and end-user requirements. Performs and leads tests of software to ensure proper operation and freedom from defects. May create test data for applications. Documents and works to resolve all complex problems. Reports progress on problem resolution to management. Devises improvements to current procedures and develops models of possible future configurations. Acts as information resource about assigned areas to technical writers and other Quality Assurance Analysts. Performs complex workflow analysis and recommends quality improvements.	10 years	Bachelor's Degree in Information Systems or related field. Additional relevant professional certification preferred.
Quality Assurance Specialist 1	Assists in the development of project Software Quality Assurance Plan and the implementation of procedures that conforms to the requirements of the contract. Provides an independent assessment of how the project's software development process is being implemented relative to the defined process and recommends methods to optimize the organization's process.	5 years	Bachelor's/Associates Degree in information Systems or related field.
Systems Developer 3	Leads development teams and provides highly skilled expertise in designing, developing, coding, testing, and debugging new software or significant enhancements to existing software. Works with technical staff to understand problems with software and develops specifications to resolve them. Resolves customer complaints and responds to suggestions for improvements and enhancements. Participates in the development of software user manuals. Provides subject matter expertise and mentors less experienced software development staff.	10 years	Bachelor's Degree in Computer Science/Information Systems/ Engineering or related field. Additional technical training preferred.
Systems Developer 2	Under general direction, participates as high-level technical expert in design development, coding, testing, and debugging new software or significant enhancements to existing software. Works with technical staff to understand problems with software and develops specifications to resolve them. Resolves customer complaints and responds to suggestions for improvements and enhancements. Participates in the development of software user manuals. May act as team leader on less complex projects. Assists in training less experienced software development staff.	5 years	Bachelor's Degree in Computer Science/Information Systems/ Engineering or related field.

Labor Category	Description	Minimum Experience	Education
Systems Developer 1	Under general supervision, develops code, tests, and debugs new software or enhancements to existing software. Has good understanding of business applications. Works with technical staff to understand problems with software and resolve them. Resolves customer complaints with software and responds to suggestions for improvements and enhancements. May assist in development of software user manuals.	2 years	Bachelor's/Associates Degree in Computer Science/Information Systems or related field.
Systems Engineer 2	Formulates and defines specifications for complex operating software programming applications or modifies/maintains complex existing applications using engineering releases and utilities from the manufacturer. Designs, codes, tests, debugs, and documents programs. Responsible for applications dealing with the overall operating system, such as sophisticated file maintenance routines, large telecommunications networks, computer accounting, and advanced mathematical/scientific software packages. Competent to work at this highest technical level on all phases of software systems programming applications. May have responsibility for the evaluation of new and existing software products. May assist other systems programmers to effectively utilize the system's technical software.	6 years	Bachelor's Degree in Computer Science/Information Systems/ Engineering or related field. Additional technical training preferred.
Systems Engineer 1	Performs a variety of systems engineering tasks and activities that are broad in nature and are concerned with major systems design, integration, and implementation, including personnel, hardware, software, budgetary, and support facilities and/or equipment. Provides quality assurance review and the evaluation of new and existing software products.	3 years	Bachelor's Degree in Computer Science/Information Systems/ Engineering or related field.

Labor Category	Description	Minimum Experience	Education
Business/Systems Analyst 2	Formulates and defines systems scope and objectives based on both user needs and a good understanding of applicable business systems and industry requirements. Devises or modifies procedures to solve complex problems considering computer equipment capacity and limitations, operating time, and form of desired results. Includes analysis of business and user needs, documentation of requirements, and translation into proper system requirement specifications. Guides and advises less-experienced Business Systems Analysts. Competent to work at the highest technical level of most phases of systems analysis while considering the business implications of the application of technology to the current and future business environment.	5 years	Bachelor's Degree in Computer Science/Information Systems/ Engineering or related field.
Business/Systems Analyst 1	Under general supervision, formulates and defines systems scope and objectives through research and fact-finding combined with an understanding of applicable business systems and industry requirements. With this knowledge, develops or modifies moderately complex information systems. Includes analysis of business and user needs, documenting requirements, and revising existing system logic difficulties as necessary. Guides and advises less-experienced Business Systems Analysts. Competent to work in some phases of systems analysis and considers the business implications of the application of technology to the current business environment.	2 years	Bachelors/Associates Degree in Computer Science/Information Systems or related field.
Test Engineer 4	Subject matter specialist providing testing know-how in for the support of user requirements of complex to highly complex software/hardware applications. Directs and/or participates in all phases of risk management assessments and software/hardware development with emphasis on analysis of user requirements, test design and test tools selection.	8 years	Bachelor's Degree in Computer Science/Information Systems/ Engineering or related field. Additional technical training preferred.
Test Engineer 3	Senior Possesses and applies a comprehensive knowledge across key tasks and high impact assignments. Plans and leads major technology assignments. Evaluates performance results and recommends major changes affecting short-term project growth and success. Functions as a technical expert across multiple project assignments. May supervise others.	2-8 years	Bachelor's Degree

Labor Category	Description	Minimum Experience	Education
Test Engineer 2	Journeyman Possesses and applies expertise on multiple complex work assignments. Assignments may be broad in nature, requiring originality and innovation in determining how to accomplish tasks. Operates with appreciable latitude in developing methodology and presenting solutions to problems. Contributes to deliverables and performance metrics where applicable.	2-5 years	Associates Degree
Test Engineer 1	Entry-Level Applies fundamental concepts, processes, practices, and procedures on technical assignments. Performs work that requires practical experience and training. Work is performed under supervision.	1-2 years	Associates Degree
Technical Writer 2	Writes a variety of technical articles, reports, brochures, and/or manuals for documentation for a wide range of uses. Coordinates the display of graphics and the production of the document.	5 years	Bachelors/Associates Degree in Computer Science/Information Systems or related field.
Technical Writer 1	(a) Writes a variety of technical articles, reports, brochures, and/or manuals for documentation for a wide range of uses. (b) Coordinates the display of graphics and the production of the document. (c) Ensures content is of high quality and conforms with standards	1-4 years	Associates Degree
Product Manager	Lead one or more multi-disciplinary agile delivery teams to deliver excellent new products and/or iterations to existing products to meet user needs. Gather user requirements based on a communicable understanding of diverse audience groups. Define and get stakeholder buy-in for product definition and delivery approach Create effective, prioritized product descriptions, and delivery plans to meet user needs in a cost-effective way. Interpret user research in order to make the correct product decisions, noting that users do not always know what they want. Continually keep abreast of changes to user habits, preferences, and behaviors across various digital platforms and their implications for successful delivery of government digital services. Underpin the delivery and iteration of digital services through effective analysis of qualitative and quantitative user data. Communicate credibly with a wide range of digital delivery disciplines and talent	9 years	Bachelor's Degree

Labor Category	Description	Minimum Experience	Education
Technical Architect	<p>Architecting the overall system, by using prototyping and proof of concepts, which may include: modern programming languages (e.g., Ruby, Python, Node.js) and web frameworks (e.g., Django, Rails), modern front-end web programming techniques (e.g., HTML5, CSS3, RESTful APIs) and frameworks (e.g., Twitter Bootstrap, jQuery), relational databases (e.g., PostgreSQL), and “NoSQL” databases (e.g., Cassandra, MongoDB), automated configuration management (e.g., Chef, Puppet, Ansible, Salt), continuous integration/deployment, and continuous monitoring solutions. Use of version control systems, specifically Git and GitHub. Ensuring strategic alignment of technical design and architecture to meet business growth and direction, and stay on top of emerging technologies. Decomposing business and system architecture to support clean-interface multi-team development. Developing product roadmaps, backlogs, and measurable success criteria, and writing user stories (i.e., can establish a path to delivery for breaking down stories). Clearly communicates and works with stakeholders at every level</p>	8 years	Bachelor’s Degree

Labor Category	Description	Minimum Experience	Education
Interaction Designer / User Researcher / Usability Tester	<p>Conduct stakeholder interviews, user requirements analysis, task analysis, conceptual modeling, information architecture, interaction design, and usability testing. Design and specify user interfaces and information architecture. Lead participatory and iterative design activities, including observational studies, customer interviews, usability testing, and other forms of requirements discovery. Produce user requirements specifications & experience goals, personas, storyboards, scenarios, flowcharts, design prototypes, and design specifications. Effectively communicate research findings, conceptual ideas, detailed design, and design rationale and goals both verbally and visually. Plan and facilitate collaborative critiques and analysis & synthesis working sessions. Work closely with visual designers and development teams to ensure that customer goals are met and design specifications are delivered upon. Designs and develops primarily internet/web pages and applications. Develops proof-of-concepts and prototypes of easy-to-navigate user interfaces (UIs) that consists of web pages with graphics, icons, and color schemes that are visually appealing. Researches user needs as well as potential system enhancements. Has familiarity to, or may actually: code, test, debug documents, and implement web applications using a variety of platforms. Planning, recruiting, and facilitating the usability testing of a system. Analyzing and synthesizing the results of usability testing in order to provide recommendations for change to a system. May create such artifacts as Usability Testing Plan, Testing Scripts, and Usability Testing Report.</p>	5 years	Bachelor's Degree

Labor Category	Description	Minimum Experience	Education
Visual Designer	<p>The Visual Designer starts with a deep understanding of the goals of customers and the business so that they can create experiences that delight. Visual Designers will be well-versed in all aspects of current visual design standards and trends and will be responsible for managing project design reviews, resource planning, and execution for all project work related to visual design. Oversees all visual design efforts. Guides, mentors, and coaches team members while leading projects to successful Completion. Develops and maintains relationships with key peers in Marketing, Branding, UX leaders, IT leaders, and others to identify and plan creative solutions. Manages external service resources and budgets for visual design. Ensures successful completion of all work executed by the team (on time, on budget, and ensuring quality). Ensures compliance with the project management methodologies and the Project Management Office processes and standards. Develops, maintains, and ensures compliance of application release management, outage management and change control processes and standards. Defines, creates, communicates, and manages resource plans and other required project documentation such as style guides and provides updates as necessary.</p>	4 years	Bachelor's Degree

Labor Category	Description	Minimum Experience	Education
<p>Writer / Content Designer / Content Strategist</p>	<p>Improves content creation efforts by helping to lead the research & development of interactive and experiential storytelling for projects. Advise how to improve the ongoing iteration of content models. Collaborate with designers and other content strategists to improve how the effectiveness of digital, print, and other content is measured. Develop and maintain appropriate voice for produced content. Advise how to streamline content production and management solutions and processes, based on user research. Assign, edit, and produce content for products, services, and various projects. Plan and facilitate content strategy workshops and brainstorming sessions on developing content and content services (including API development). Collaborate closely with developers and designers to create, test, and deploy effective content marketing experiences using the Agile method of software development. Offer educated recommendations on how to deliver a consistent, sustainable and standards-driven execution of content strategy across products, services, and projects. Collaborate with content managers, writers, information architects, interaction designers, developers, and content creators of all types. Participate, as needed, on an Agile software development scrum teams</p>	<p>4 years</p>	<p>Bachelor's Degree</p>
<p>Frontend Web Developer</p>	<p>Frontend web development using modern techniques and frameworks (e.g., HTML5, CSS3, CSS frameworks like LESS and SASS, Responsive Design, Bourbon, Twitter Bootstrap). JavaScript development using modern standards, including strict mode compliance, modularization techniques and tools, and frameworks and libraries (e.g., jQuery, MV* frameworks such as Backbone.js and Ember.js, D3). Consuming RESTful APIs. Using and working in team environments that use agile methodologies (e.g., Scrum, Lean). Use of version control systems, specifically Git and GitHub. Ensuring Section 508 Compliance. Quickly researching and learning new programming tools and techniques. Using and working with open source solutions and community. Creating web layouts from static images. Creating views and templates in full-stack frameworks like Rails, Express, or Django.</p>	<p>4 years</p>	<p>Bachelor's Degree</p>

Labor Category	Description	Minimum Experience	Education
Backend Web Developer	Web development using open-source web programming languages (e.g., Ruby, Python) and frameworks (e.g., Django, Rails). Developing and consuming web-based, RESTful APIs. Using and working in team environments that use agile methodologies (e.g., Scrum, Lean). Authoring developer-friendly documentation (e.g., API documentation, deployment operations). Test-driven development. Use of version control systems, specifically Git and GitHub. Quickly researching and learning new programming tools and techniques. Relational and non-relational database systems. Scalable search technology (e.g. ElasticSearch, Solr). Handling large data sets and scaling their handling and storage. Using and working with open source solutions and community. Communicating technical concepts to a non-technical audience.	4 years	Bachelor's Degree
DevOps Engineer	Deploying and configuring services using infrastructure as a service providers (e.g., Amazon Web Services, Microsoft Azure, Google Compute Engine, RackSpace/OpenStack). Configuring and managing Linux-based servers to serve a dynamic website. Debugging cluster-based computing architectures. Using scripting or basic programming skills to solve problems. Installation and management of open source monitoring tools. Configuration management tools (e.g., Puppet, Chef, Ansible, Salt). Architecture for continuous integration and deployment, and continuous monitoring. Containerization technologies (e.g., LXC, Docker, Rocket).	7 years	Bachelor's Degree
Security Engineer	Performing security audits, risk analysis, application-level vulnerability testing, and security code reviews. Develop and implement technical solutions to help mitigate security vulnerabilities. Conduct research to identify new attack vectors.	10 years	Bachelor's Degree

Labor Category	Description	Minimum Experience	Education
Delivery Manager	Deliver projects and products using the appropriate agile project management methodology, learning & iterating frequently. Work with the Product Manager to define the roadmap for any given product and translate this into user stories. Lead the collaborative, dynamic planning process -- prioritizing the work that needs to be done against the capacity and capability of the team. Matrix-managing a multi-disciplinary team. Ensure all products are built to an appropriate level of quality for the stage (alpha/beta/production). Actively and openly share knowledge of best practices	8 years	Bachelor's Degree
Agile Coach	Embed an agile culture using techniques from a wide range of agile and lean methodologies and frameworks, but be methodology agnostic. Help to create an open and trust-based environment, which enables a focus on delivery and facilitates continuous improvement. Assess the culture of a team or organization and delivery processes in place to identify improvements and facilitate these improvements with the right type of support. Showcase relevant tools and techniques such as coaching, advising, workshops, and mentoring. Engage with stakeholders at all levels of the organization. Develop clear lines of escalation, in agreement with senior managers. Ensure any stakeholder can easily find out an accurate and current project or program status, without disruption to delivery. Work effectively with other suppliers and agencies. Apply best tools and techniques to: team roles, behaviors, structure and culture, agile ceremonies and practices, knowledge transfer and sharing, program management, cross- team coordination, and overall governance of digital service delivery. Ensure key metrics and requirements that support the team and delivery are well defined and maintained. Equip staff with the ability to coach others. If organization level, executive coaching on the fundamental considerations of digital service delivery design	6 years	Bachelor's Degree

Labor Category	Description	Minimum Experience	Education
Business Analyst	Support agencies by analyzing propositions and assessing decision-making factors such as strategic alignment, cost/benefit, and risk. Work closely with the Product Manager to define a product approach to meet the specified user need. Define skill requirements and map internal, agency, and external (partners/specialist contractors) resources. Work with the owning agency to ensure they have the budget to cover the proposed approach and resource requirements during delivery and analyze what provision they have for on-going running costs. Analyze and map the risks of this product approach and propose mitigation solutions. Define how the predicted user and financial benefit can be realized, and how channel shift will be measured. Make a recommendation for action against the analysis done	5 years	Bachelor's Degree
Digital Performance Analyst	Support the Product Manager to make sure their service meets performance requirements. Communicate service performance against key indicators to internal and external stakeholders. Ensure high-quality analysis of agency transaction data. Support the procurement of the necessary digital platforms to support automated and real-time collection and presentation of data. Share examples of best practice in digital performance management across government. Identify delivery obstacles to improving transactional performance in agencies and working with teams to overcome those obstacles.	4 years	Bachelor's Degree
Functional Analyst 2	Analyzes user needs to determine functional and cross-functional requirements. Performs functional allocation to identify required tasks and their interrelationships. Identifies resources required for each task. Performs functional analysis to identify required tasks and their interrelationships. Possesses expert knowledge and experience in the requirements and integration. Works with engineers on systems integration. Provides daily supervision and direction to support staff.	5-15 years	Associates Degree

Labor Category	Description	Minimum Experience	Education
Functional Analyst 1	Analyzes user needs to determine functional and cross-functional requirements. Performs functional allocation to identify required tasks and their interrelationships. Identifies resources required for each task. Performs functional analysis to identify required tasks and their interrelationships. Possesses expert knowledge and experience in the requirements and integration. Works with engineers on systems integration. Provides daily supervision and direction to support staff.	1-4 years	High School Degree
Enterprise Architect	(a) Provides high-level architectural expertise to managers and technical staff. (b) Develops architectural products and deliverables for the enterprise and operational business lines. (c) Develops strategy of system and the design infrastructure necessary to support that strategy. (d) Advises on selection of technological purchases with regards to processing, data storage, data access, and applications development. Sets standards for the client/server relational database structure for the organization (SQL, ORACLE, SYBASE, etc.). (e) Advises of feasibility of potential future projects to management.	1-4 years	Bachelor's Degree
Help Desk Specialist 2	Provides phone and in-person support to users in areas which include e-mail, LAN/WAN, directories, standard desktop images and applications, COTS and GOTS applications. Serves as the initial point of contact for troubleshooting all IT related problems, including hardware/software, passwords, and printer problems.	5-15 years	Associates Degree
IT Specialist 3	Provides high level functional and IT analysis, design, development, integration, documentation, and implementation assistance on problems which require a thorough knowledge of the related technical subject matter for effective system deployment. Participates in all phases of systems development. Applies principals and methods of the functional area to difficult problems in technical areas to arrive at automated solutions. Designs and prepares technical reports and related documentation, and makes charts and graphs to record results. Prepares and delivers presentations and briefings as required by the task order. Performs as a Project Manager as required.	7 years	Bachelor's Degree

Labor Category	Description	Minimum Experience	Education
IT Specialist 2	<p>This is a mid-level position. Provides functional and IT analysis, design, development, integration, documentation, and implementation assistance on problems which require a thorough knowledge of the related technical subject matter for effective system deployment. Participates in all phases of systems development. Applies principals and methods of the functional area to difficult problems in technical areas to arrive at automated solutions. Designs and prepares technical reports and related documentation, and makes charts and graphs to record results. Prepares and delivers presentations and briefings as required by the task order. Performs as a member of a team or as a Team Lead as required.</p>	5 years	Bachelor's Degree
IT Specialist 1	<p>This is an entry level position. Assists in functional and IT analysis, design, development, integration, documentation, and implementation assistance on problems which require a thorough knowledge of the related technical subject matter for effective system deployment. Participates in all phases of systems development. Assists in applying principals and methods of the functional area to difficult problems in technical areas to arrive at automated solutions. Designs and prepares technical reports and related documentation, and makes charts and graphs to record results. Must be able to perform with limited supervision. Prepares and delivers presentations and briefings as required by the task order. Performs as a member of a team.</p>	2 years	Associates Degree

**LABOR CATEGORY DESCRIPTIONS FOR HEALTH INFORMATION TECHNOLOGY (IT) SERVICES
(SPECIAL ITEM NUMBER 132-56)**

Labor Category	Description	Min Experience	Education
Health Business Analyst	Senior Health IT professional with experience conducting quantitative and qualitative analyses of business and clinical benefits achieved or missed through major IT acquisitions investments across an organization. Formulates and defines systems scope and objectives based on both user needs and a good understanding of applicable Health IT business systems and industry requirements. Experience supporting the evaluation of Health IT solutions, and ability to determine opportunities for business process improvements and drafting modifications to technical requirements. Ability to measure different types of usage and related best practices of Health IT technologies; makes recommendations to improve and/or standardize workflows; and Identifying best practices. Devises or modifies procedures to solve complex Health IT problems considering computer equipment capacity and limitations, operating time, and form of desired results. Includes analysis of Health Domain business and user needs, documentation of requirements, and translation into proper system requirement specifications.	2 years	Bachelor's Degree in Business/ Management /IT or related field. Advanced degree/ Relevant professional certification preferred.
Safety and Health Regulatory Analyst	Health business specialists with experience conducting evaluations and inspections of workplaces for safety and health violations. 5+ years of experience supporting inspections in hazardous industries, which were often triggered by multiple hospitalizations, worker complaints. Formulates and defines systems scope and objectives based on both user needs and a good understanding of applicable health and safety business systems and occupational safety and health industry requirements. Devises or modifies procedures to solve complex problems in industrial health considering computer equipment capacity and limitations, operating time, and form of desired results. Includes analysis of business and user needs, documentation of health and safety requirements, and translation into proper system requirement specifications. Competent to work at the highest technical level of most phases of systems analysis while considering the business implications of the application of technology to the current and future business environment.	5 years	Bachelor's Degree in Computer Science/Information Systems/ Engineering or related field.

Labor Category	Description	Min Experience	Education
HIPAA / Privacy Analyst	Responsible for all ongoing activities related to the availability, integrity and confidentiality of patient, provider, employee, and business information in compliance with the healthcare organization's privacy and security policies and procedures, federal and state regulations and laws. Possesses functional and technical knowledge of highly specialized Health IT applications and operational environments. Possesses experience in analyzing and solving complex problems that need extensive knowledge of Health subject matter for effective implementation. Possesses relevant experience in analyzing and solving moderately complex to complex privacy issues with Health IT systems. Identifies privacy and PII problems, analyzes and develops solution with the assistance of senior SME's. Performs initial and periodic information privacy risk assessments and coordinates and manages the preparation of analysis, evaluations, and recommendations for proper implementation of programs and systems. Maintains current knowledge of applicable federal and state privacy laws and accreditation standards, and monitors advancements in information privacy technologies to ensure organizational adaptation and compliance.	5 years	Bachelor's Degree in Business/ Management /IT or related field. Advanced degree/ Relevant professional certification preferred.
Clinical Business Analyst	10+ years experience in collecting and managing clinical data and health data for research; working directly with patients to understand their concerns as it relates to sharing of data and participation in clinical research. Possesses extensive functional and technical knowledge of highly specialized Health IT applications and operational environments. Possesses experience in analyzing and solving complex problems that need extensive knowledge of Health subject matter for effective implementation. Experience with working with stakeholders to look into ways to optimize the underlying business process for health and clinical data collection, sharing and analysis, and identify innovative Health IT solutions that help streamline how health professionals manage and shared data. Capable of providing expert advice as needed in all phases of software development with emphasis on the planning, analysis, testing, integration, documentation, and implementation phases of health and clinical data collection systems. Experience working closely with clinical staff - physicians, nurses and statisticians – to enable collaboration and foster creative research discoveries, leverage pooled data from distributed information sources and	10 years	Bachelor's Degree in Business/ Management /IT or related field. Advanced degree/

Labor Category	Description	Min Experience	Education
	communicate information more effectively through graphical and interactive means.		
Health Data Analyst	Expertise with health-data standards including, but not limited to, HL7 and other data exchanges. Translates business needs into long-term information architecture solutions for Health IT purpose. Defines, designs, and builds dimensional databases using existing Health IT data standards. Responsible for developing data warehousing blueprints, evaluating hardware and software platforms, and integrating systems. Evaluates reusability of current health data for additional analyses. Conducts data cleaning to rid the system of old, unused, or duplicate data. Reviews object and data models and the metadata repository to structure health data for better management and quicker access. Experience in helping global health or research organizations adopt HL7 and data sharing standards; Experience with the latest health-data exchanges so that health-information / clinical research could be shared across health institutions, while protecting patient data; Experience with information sharing technologies that can be used to advance collaboration on research.	8 years	Bachelor's Degree in Computer Sciences/Information Systems/Engineering or related field. Advanced degree/relevant professional certification preferred.
Health IT Architect	Works independently designing and developing architecture for new Health IT software products or major enhancements to existing Health IT and clinical systems. May lead a large development team in the design of highly complex software systems that is automating clinical or health-delivery business processes, or processing of clinical / health data. Acts as highest-level technical expert, addressing problems of systems integration, compatibility, and multiple platforms and supervises other healthcare architects and team members.	8 years	Bachelor's Degree in Computer Science/Information Systems/Engineering or related field. Advanced degree/relevant professional certification preferred.

**PRICE LIST FOR CLOUD COMPUTING SERVICES
(SPECIAL ITEM NUMBER 132-40)**
ARC-P NoDR

MFR Part #	Product Name	Description	Price (Hourly)	Price (Monthly)	Price (NRC)
AR0002N	ARC-P IaaS 2 GB RAM Virtual Machine	ARC-P IaaS 2 GB RAM Virtual Machine: Autonomic Resources Cloud Platform - Infrastructure as a Service (IaaS). Includes up to 16 vCPU, 2 GB RAM, Windows or RHEL OS Licensing and disk space for OS	\$0.05	\$39.65	NA
AR0004N	ARC-P IaaS 4 GB RAM Virtual Machine	ARC-P IaaS 4 GB RAM Virtual Machine: Autonomic Resources Cloud Platform - Infrastructure as a Service (IaaS). Includes up to 16 vCPU, 4 GB RAM, Windows or RHEL OS Licensing and disk space for OS	\$0.11	\$76.86	NA
AR0008N	ARC-P IaaS 8 GB RAM Virtual Machine	ARC-P IaaS 8 GB RAM Virtual Machine: Autonomic Resources Cloud Platform - Infrastructure as a Service (IaaS). Includes up to 16 vCPU, 8 GB RAM, Windows or RHEL OS Licensing and disk space for OS	\$0.21	\$151.53	NA
AR0016N	ARC-P IaaS 16 GB RAM Virtual Machine	ARC-P IaaS 16 GB RAM Virtual Machine: Autonomic Resources Cloud Platform - Infrastructure as a Service (IaaS). Includes up to 16 vCPU, 16 GB RAM, Windows or RHEL OS Licensing and disk space for OS	\$0.41	\$300.15	NA
AR0032N	ARC-P IaaS 32 GB RAM Virtual Machine	ARC-P IaaS 32 GB RAM Virtual Machine: Autonomic Resources Cloud Platform - Infrastructure as a Service (IaaS). Includes up to 16 vCPU, 32 GB RAM, Windows or RHEL OS Licensing and disk space for OS	\$0.82	\$597.85	NA
AR0064N	ARC-P IaaS 64 GB RAM Virtual Machine	ARC-P IaaS 64 GB RAM Virtual Machine: Autonomic Resources Cloud Platform - Infrastructure as a Service (IaaS). Includes up to 16 vCPU, 64 GB RAM, Windows or RHEL OS Licensing and disk space for OS	1.63	1,193.27	NA
AR0003N	ARC-P IaaS Add-on: Additional 1 GB RAM	ARC-P IaaS Add-on: Additional 1 GB RAM: Includes 1 GB RAM to add to the Base Configuration. Must procure CLIN ARC-P Base Configuration	\$0.03	\$18.61	NA
AR0005N	ARC-P IaaS Add-on: Additional Storage per GB	ARC-P IaaS Add-on: Additional Storage per GB: Additional storage to add to ARC-P Base Configuration.	NA	\$0.06	NA
AR0006N	ARC-P IaaS Add-on: Additional Archival Storage per GB	ARC-P IaaS Add-on: Additional Archival Storage per GB: Additional storage to add to ARC-P Base Configuration.	NA	\$0.03	NA

ARC-P DR

MFR Part #	Product Name	Description	Price (Hourly)	Price (Monthly)	Price (NRC)
AR0002	ARC-P IaaS 2 GB RAM Virtual Machine	ARC-P IaaS 2 GB RAM Virtual Machine: Autonomic Resources Cloud Platform - Infrastructure as a Service (IaaS). Includes up to 16 vCPU, 2 GB RAM, Windows or RHEL OS Licensing and disk space for OS	\$0.12	\$88.43	NA
AR0004	ARC-P IaaS 4 GB RAM Virtual Machine	ARC-P IaaS 4 GB RAM Virtual Machine: Autonomic Resources Cloud Platform - Infrastructure as a Service (IaaS). Includes up to 16 vCPU, 4 GB RAM, Windows or RHEL OS Licensing and disk space for OS	\$0.24	\$171.98	NA
AR0008	ARC-P IaaS 8 GB RAM Virtual Machine	ARC-P IaaS 8 GB RAM Virtual Machine: Autonomic Resources Cloud Platform - Infrastructure as a Service (IaaS). Includes up to 16 vCPU, 8 GB RAM, Windows or RHEL OS Licensing and disk space for OS	\$0.47	\$339.57	NA
AR0016	ARC-P IaaS 16 GB RAM Virtual Machine	ARC-P IaaS 16 GB RAM Virtual Machine: Autonomic Resources Cloud Platform - Infrastructure as a Service (IaaS). Includes up to 16 vCPU, 16 GB RAM, Windows or RHEL OS Licensing and disk space for OS	\$0.92	\$673.31	NA
AR0032	ARC-P IaaS 32 GB RAM Virtual Machine	ARC-P IaaS 32 GB RAM Virtual Machine: Autonomic Resources Cloud Platform - Infrastructure as a Service (IaaS). Includes up to 16 vCPU, 32 GB RAM, Windows or RHEL OS Licensing and disk space for OS	\$1.84	\$1,341.75	NA
AR0064	ARC-P IaaS 64 GB RAM Virtual Machine	ARC-P IaaS 64 GB RAM Virtual Machine: Autonomic Resources Cloud Platform - Infrastructure as a Service (IaaS). Includes up to 16 vCPU, 64 GB RAM, Windows or RHEL OS Licensing and disk space for OS	\$3.67	\$2,678.63	NA
AR0003	ARC-P IaaS Add-on: Additional 1 GB RAM	ARC-P IaaS Add-on: Additional 1 GB RAM: Includes 1 GB RAM to add to the Base Configuration. Must procure CLIN ARC-P Base Configuration	\$0.06	\$41.78	NA
AR0005	ARC-P IaaS Add-on: Additional Storage per GB	ARC-P IaaS Add-on: Additional Storage per GB: Additional storage to add to ARC-P Base Configuration.	NA	\$0.12	NA
AR0006	ARC-P IaaS Add-on: Additional Archival Storage per GB	ARC-P IaaS Add-on: Additional Archival Storage per GB: Additional storage to add to ARC-P Base Configuration.	NA	\$0.03	NA

ARC-WRX

MFR Part #	Product Name	Description	Price (Hourly)	Price (Monthly)	Price (NRC)
ARWX002	ARCWRX Small Node	ARCWRX PaaS Small Node containing 4vCPU, 8GB RAM, 80GB OS, 160GB Storage - 160 small container / gear capacity	NA	\$361.15	NA
ARWX004	ARCWRX Medium Node	ARCWRX PaaS Medium Node containing 8vCPU, 8GB RAM, 80GB OS, 160GB Storage - 80 medium container / gear capacity	NA	\$361.15	NA
ARWX008	ARCWRX Large Node	ARCWRX PaaS Large Node containing 8vCPU, 8GB OS, 480 GB Storage - 40 large container / gear capacity	NA	\$842.68	NA
ARWX0016	ARCWRX Xlarge Node	ARCP PaaS Xlarge Node containing 16vCPU, 80GB OS, 960GB Storage - 40 xlarge container / gear capacity	NA	\$1,564.97	NA
ARWX002D	ARCWRX Small Node DR	ARCWRX PaaS Small Node containing 4vCPU, 8GB RAM, 80GB OS, 160GB Storage - 160 small container / gear capacity (Includes DR container)	NA	\$722.29	NA
ARWX004D	ARCWRX Medium Node DR	ARCWRX PaaS Medium Node containing 8vCPU, 8GB RAM, 80GB OS, 160GB Storage - 80 medium container / gear capacity (includes DR container)	NA	\$722.29	NA
ARWX008D	ARCWRX Large Node DR	ARCWRX PaaS Large Node containing 8vCPU, 8GB OS, 480 GB Storage - 40 large container / gear capacity (includes DR container)	NA	\$1,685.35	NA
ARWX0016D	ARCWRX Xlarge Node DR	ARCP PaaS Xlarge Node containing 16vCPU, 80GB OS, 960GB Storage - 40 xlarge container / gear capacity (includes DR container)	NA	\$3,129.94	NA

AR Services

MFR Part #	Product Name	Description	Price (Hourly)	Price (Monthly)	Price (NRC)
AR0007	ARC-P IaaS Add-on: vRouter Basic (Firewall & Network Router)	ARC-P IaaS Add-on: vRouter (Firewall & Network Router): Includes 2 public IP addresses, 1 Virtual Network (CVN), 1 site to site VPN, 5 VPN Client connections, and maintenance. Monthly maintenance / support.	NA	\$268.00	NA
AR0009	ARC-P IaaS Add-on: vRouter Basic setup	ARC-P IaaS Add-on: vRouter setup: Includes Configuration for 1 CVN, 2 External IP addresses, 1 site to site VPN connection, and remote access for up to 5 seats.	NA	NA	\$804.00
AR0010	ARC-P IaaS Add-on: Additional Virtual Network (CVN)	ARC-P IaaS Add-on: Additional Virtual Network (CVN): Additional CVN for ARC-P environment.	NA	\$28.11	NA
AR0011	ARC-P IaaS Add-on: vRouter Intermediate (Firewall & Network Router)	ARC-P IaaS Add-on: vRouter Intermediate (Firewall & Network Router): Up to 10 remote seats, 2 CVNs, 2 Site to Site, 2 Public IP addresses.	NA	\$402.00	NA
AR0012	ARC-P IaaS Add-on: vRouter Intermediate setup	ARC-P IaaS Add-on: vRouter Intermediate setup: Includes license, virtual appliance (medium), maintenance and upgrade of vRouter, and support of virtual appliance, appliance up/down monitoring.	NA	NA	\$1,072.00
AR0013	ARC-P IaaS Add-on: vRouter Advanced (Firewall & Network Router)	ARC-P IaaS Add-on: vRouter Advanced (Firewall & Network Router): Up to 20 remote seats, 4 CVNs, 4 Site to Site, 2 Public IP addresses.	NA	\$670.00	NA
AR0014	ARC-P IaaS Add-on: vRouter Advanced setup	ARC-P IaaS Add-on: vRouter Advanced setup: Includes license, virtual appliance (large), maintenance and upgrade of vRouter, and support of virtual appliance, appliance up/down monitoring.	NA	NA	\$1,943.00
AR0017	ARC-P IaaS Add-on: VPN Remote user	ARC-P IaaS Add-on: VPN Remote User , 1 Seat A seat is defined as a configured instance on either PC or Mac platform. Ex: A single user with both a PC and Mac configuration will count as 2 seats. Must procure CLIN ARC-P Virtual Machine and ARC-P vRouter	NA	NA	\$134.00
AR0018	ARC-P IaaS Add-on: Additional Public IP Address	ARC-P IaaS Add-on: Additional Public IP Address: Additional IP Address	NA	0.00	NA
AR0020	ARC-P IaaS Add-on: Additional Site to Site VPN setup	ARC-P IaaS Add-on: Site to Site VPN Connection: Must procure CLIN ARC-P Virtual Machine and ARC-P vRouter	NA	NA	\$402.00
AR0021	ARC-P IaaS Add-on: Virtual Network Design	ARC-P IaaS Add-on: Virtual Network Design: Network design services include engineering consultation and deployment planning, connectivity review and addresses advisement, topology diagramming specific to customer environment identifying major network components and connectivity methods.	NA	NA	\$134.00

AR Services (con'd)

MFR Part #	Product Name	Description	Price (Hourly)	Price (Monthly)	Price (NRC)
AR0025	ARC-P IaaS Add-on: Bandwidth In/Out	ARC-P IaaS Add-on: Network Bandwidth In & Out. Cost per GB per month	NA	\$0.02	NA
AR0022	ARC-P IaaS Add-on: OS Patching and Maintenance	ARC-P IaaS Add-on: OS Patching and Maintenance: Per machine - Consistent with the principles of deployment and release management, Autonomic Resources will perform OS level patching/updates of the customer virtual machines once weekly, according to patching schedules agreed upon by both parties.	\$0.23	\$170.55	NA
AR0024A	ARC-P IaaS Add-on: Vulnerability Scanning	ARC-P IaaS Add-on: Vulnerability Scanning: Per Scan - Autonomic will provide weekly scanning for operating system (OS) level vulnerabilities. Scanning reports will be provided weekly via email. Part A (required)	NA	\$7.31	NA
AR0024B	ARC-P IaaS Add-on: Vulnerability Scanning	ARC-P IaaS Add-on: Vulnerability Scanning: Per Scan - Autonomic will provide weekly scanning for operating system (OS) level vulnerabilities. Scanning reports will be provided weekly via email. Part B (required)	NA	\$10.66	NA
AR0026	ARC-P IaaS Add-on: Additional RSA Tokens	ARC-P IaaS Add-on: Additional RSA tokens above the two included. Price per token per month.	NA	\$20.98	NA
AR0028	ARC-P IaaS Add-on: Vulnerability Scanning setup	One-time charge for Vulnerability Scanning Setup	NA	NA	\$255.82
AR0029	ARC-P IaaS Add-on: OS Patching and Maintenance setup	One-time charge for OS Patching and Maintenance Setup. Price Per VM	NA	NA	\$28.42
AR0033	Customer Support Bundle 1 Day	ARC-P / ARCWRX Customer Support Level 2 - NTE 1 Day	NA	\$702.07	NA
AR0034	Customer Support Bundle 1 Month	ARC-P / ARCWRX Customer Support Level 2 - NTE 1 Month	NA	\$12,637.18	NA
OAR0036	Cloud Installation Bundle - Basic	ARC-P / ARCWRX Cloud Installation Level 3 - Basic Calibration	NA	\$1,377.21	NA
OAR0037	Cloud Installation Bundle - Advance	ARC-P / ARCWRX Cloud Installation Level 3 - Advance Calibration	NA	\$24,789.76	NA
OAR0042	Cloud Configuration Bundle - Basic	ARC-P / ARCWRX Cloud Configuration Level 3 - Basic Calibration	NA	\$1,770.72	NA
OAR0043	Cloud Configuration Bundle - Advance	ARC-P / ARCWRX Cloud Configuration Level 3 - Advance Calibration	NA	\$31,872.97	NA

**PRICE LIST FOR EARTH OBSERVATION SOLUTIONS (EOS)
(SPECIAL ITEM NUMBER 132-41)**

SIN 132-41 Labor Category	2/1/2020 1/31/2021	2/01/2021 – 1/31/2022	2/01/2022 – 1/31/2023	2/01/2023 – 1/31/2024	2/01/2024– 1/31/2025
GIS UI Designer	\$155.05	\$158.61	\$162.26	\$165.99	\$169.81
GIS UI Developer	\$120.28	\$123.05	\$125.88	\$128.78	\$131.74
GIS JavaScript Developer	\$119.44	\$122.18	\$124.99	\$127.87	\$130.81

**PRICE LIST FOR INFORMATION TECHNOLOGY (IT) PROFESSIONAL SERVICES
(SPECIAL ITEM NUMBER 132-51)**

SIN 132-51 Labor Category	2/01/2020-1/31/2021	2/01/2021-1/31/2022	2/01/2022-1/31/2023	2/01/2023-1/31/2024	2/01/2024-1/31/2025
Project Manager 3	\$267.49	\$273.65	\$279.94	\$286.38	\$292.97
Project Manager 2	\$216.55	\$221.53	\$226.62	\$231.84	\$237.17
Project Manager 1	\$165.59	\$169.40	\$173.30	\$177.28	\$181.36
IT Subject Matter Expert 3	\$273.87	\$280.17	\$286.61	\$293.20	\$299.95
IT Subject Matter Expert 2	\$229.28	\$234.56	\$239.95	\$245.47	\$251.12
IT Subject Matter Expert 1	\$191.07	\$195.46	\$199.96	\$204.55	\$209.26
Business Subject Matter Expert 3	\$248.38	\$254.10	\$259.94	\$265.92	\$272.04
Business Subject Matter Expert 2	\$203.80	\$208.49	\$213.28	\$218.19	\$223.21
Business Subject Matter Expert 1	\$178.34	\$182.44	\$186.64	\$190.93	\$195.32
COTS Product Specialist	\$318.44	\$325.76	\$333.26	\$340.92	\$348.76
Application Architect	\$171.97	\$175.92	\$179.97	\$184.11	\$188.34
Information Architect	\$165.59	\$169.40	\$173.30	\$177.28	\$181.36
Systems Administrator 2	\$140.12	\$143.34	\$146.64	\$150.01	\$153.46
Systems Administrator 1	\$114.64	\$117.27	\$119.97	\$122.73	\$125.55
Network Administrator	\$127.37	\$130.30	\$133.30	\$136.37	\$139.50
Database Analyst	\$72.87	\$74.54	\$76.26	\$78.01	\$79.81
Database Management Specialist	\$111.79	\$114.36	\$117.00	\$119.69	\$122.44
Database Administrator	\$133.75	\$136.82	\$139.97	\$143.19	\$146.48
Configuration Manager	\$178.34	\$182.44	\$186.64	\$190.93	\$195.32
Information Assurance Specialist 2	\$191.07	\$195.46	\$199.96	\$204.55	\$209.26
Information Assurance Specialist 1	\$140.12	\$143.34	\$146.64	\$150.01	\$153.46
Quality Assurance Specialist 2	\$184.69	\$188.94	\$193.29	\$197.73	\$202.28
Quality Assurance Specialist 1	\$114.64	\$117.27	\$119.97	\$122.73	\$125.55
Systems Developer 3	\$152.86	\$156.37	\$159.97	\$163.65	\$167.41
Systems Developer 2	\$140.12	\$143.34	\$146.64	\$150.01	\$153.46
Systems Developer 1	\$82.80	\$84.71	\$86.65	\$88.65	\$90.69
Systems Engineer 2	\$159.23	\$162.89	\$166.64	\$170.47	\$174.39
Systems Engineer 1	\$101.91	\$104.26	\$106.65	\$109.11	\$111.62
Business/Systems Analyst 2	\$152.86	\$156.37	\$159.97	\$163.65	\$167.41
Business/Systems Analyst 1	\$114.64	\$117.27	\$119.97	\$122.73	\$125.55
Test Engineer 4	\$159.23	\$162.89	\$166.64	\$170.47	\$174.39
Test Engineer 3	\$123.47	\$126.31	\$129.21	\$132.18	\$135.22
Test Engineer 2	\$117.17	\$119.87	\$122.63	\$125.45	\$128.33
Test Engineer 1	\$106.83	\$109.29	\$111.80	\$114.37	\$117.00
Technical Writer 2	\$127.37	\$130.30	\$133.30	\$136.37	\$139.50
Technical Writer 1	\$75.81	\$77.56	\$79.34	\$81.17	\$83.03
Product Manager	\$263.67	\$269.73	\$275.94	\$282.28	\$288.78
Technical Architect	\$226.39	\$231.60	\$236.92	\$242.37	\$247.95
Interaction Designer/ User Researcher/ Usability Tester	\$188.66	\$193.00	\$197.44	\$201.98	\$206.63
Writer/ Content Designer/ Content Strategist	\$166.36	\$170.19	\$174.10	\$178.11	\$182.20

SIN 132-51 Labor Category	2/01/2020-1/31/2021	2/01/2021-1/31/2022	2/01/2022-1/31/2023	2/01/2023-1/31/2024	2/01/2024-1/31/2025
Visual Designer	\$171.29	\$175.23	\$179.26	\$183.38	\$187.60
Frontend Web Developer	\$178.06	\$182.16	\$186.35	\$190.63	\$195.02
Backend Web Developer	\$171.64	\$175.59	\$179.63	\$183.76	\$187.98
DevOps Engineer	\$176.09	\$180.14	\$184.28	\$188.52	\$192.86
Security Engineer	\$184.80	\$189.06	\$193.40	\$197.85	\$202.40
Delivery Manager	\$213.83	\$218.75	\$223.78	\$228.92	\$234.19
Agile Coach	\$213.47	\$218.38	\$223.40	\$228.54	\$233.80
Business Analyst	\$175.58	\$179.62	\$183.75	\$187.97	\$192.30
Digital Performance Analyst	\$168.09	\$171.96	\$175.91	\$179.96	\$184.10
Functional Analyst 2	\$94.08	\$96.24	\$98.45	\$100.72	\$103.03
Functional Analyst 1	\$85.54	\$87.51	\$89.52	\$91.58	\$93.69
Enterprise Architect	\$155.17	\$158.74	\$162.39	\$166.12	\$169.94
Help Desk Specialist 2	\$86.42	\$88.41	\$90.44	\$92.52	\$94.65
IT Specialist 3	\$170.60	\$174.52	\$178.53	\$182.64	\$186.84
IT Specialist 2	\$138.60	\$141.78	\$145.04	\$148.38	\$151.79
IT Specialist 1	\$106.61	\$109.06	\$111.57	\$114.13	\$116.76

**PRICE LIST FOR ELECTRONIC COMMERCE AND SUBSCRIPTION SERVICES
(SPECIAL ITEM NUMBER 132-52)**

MFR PART NO	PRODUCT NAME	PRODUCT DESCRIPTION	UOI	GSA PRICE	QUANTITY/VOLUME DISCOUNT	WARRANTY
Source.Select-Small-SetUp	Source.Select	Initial Setup Fee. Storage Capacity: Up to 25GB, Offeror Portal: Yes, Evaluation Portal Yes, Help Desk: Email Only, Maintenance: Yes, Max # of Solicitations: 1.	One Time Set up fee	\$9,874.06	None	SCW
Source.Select-Small-Sub-10Users	Source.Select	User License - 10 users. Minimum Purchase of 6 Months and 10 User subscriptions.	Subscription Fee, Per Month	\$10,851.59	10 users, no discount 11 – 25 users, 10% discount on each license starting at user 11 26 users and above, 15% discount on each license starting at user 26	SCW
Source.Select-Small-Sub-11-25Users	Source.Select	Additional User Licenses - 11 - 25 users. Minimum Purchase of 6 Months and 10 User subscriptions.	Subscription Fee, Per Month, Per User	\$1,085.16	10 users, no discount 11 – 25 users, 10% discount on each license starting at user 11 26 users and above, 15% discount on each license starting at user 26	SCW
Source.Select-Small-Sub-11-26+Users	Source.Select	Additional User Licenses - 26 or more users. Minimum Purchase of 6 Months and 10 User subscriptions.	Subscription Fee, Per Month, Per User	\$1,085.16	10 users, no discount 11 – 25 users, 10% discount on each license starting at user 11 26 users and above, 15% discount on each license starting at user 26	SCW
Source.Select-Medium-SetUp	Source.Select	Initial Setup Fee. Storage Capacity: Up to 200GB, Offeror Portal: Yes, Evaluation Portal Yes, Help Desk: Email	One Time Set up fee	\$14,811.08	None	SCW

MFR PART NO	PRODUCT NAME	PRODUCT DESCRIPTION	UOI	GSA PRICE	QUANTITY/VOLUME DISCOUNT	WARRANTY
		Only, Maintenance: Yes, Max # of Solicitations: 1.				
Source.Select-Medium-Sub-10Users	Source.Select	User License - 10 users. Minimum Purchase of 6 Months and 10 User subscriptions.	Subscription Fee, Per Month	\$12,826.40	10 users, no discount 11 – 25 users, 10% discount on each license starting at user 11 26 users and above, 15% discount on each license starting at user 26	SCW
Source.Select-Medium-Sub-11-25Users	Source.Select	Additional User Licenses - 11 - 25 users. Minimum Purchase of 6 Months and 10 User subscriptions.	Subscription Fee, Per Month, Per User	\$1,282.64	10 users, no discount 11 – 25 users, 10% discount on each license starting at user 11 26 users and above, 15% discount on each license starting at user 26	SCW
Source.Select-Medium-Sub-11-26+Users	Source.Select	Additional User Licenses - 26 or more users. Minimum Purchase of 6 Months and 10 User subscriptions.	Subscription Fee, Per Month, Per User	\$1,282.64	10 users, no discount 11 – 25 users, 10% discount on each license starting at user 11 26 users and above, 15% discount on each license starting at user 26	SCW
Source.Select-Large-SetUp	Source.Select	Initial Setup Fee. Storage Capacity: Up to 500 GB, Offeror Portal: Yes, Evaluation Portal Yes, Help Desk: Email and Phone (Phone during the last 72 Hours only), Maintenance: Yes, Max # of Solicitations: 1.	One Time Set up fee	\$24,685.14	None	SCW
Source.Select-Large-Sub-10Users	Source.Select	User License - 10 users. Minimum Purchase of 6 Months and 10 User subscriptions.	Subscription Fee, Per Month	\$14,801.21	10 users, no discount 11 – 25 users, 10% discount on each license starting at user 11 26 users and above,	SCW

MFR PART NO	PRODUCT NAME	PRODUCT DESCRIPTION	UOI	GSA PRICE	QUANTITY/VOLUME DISCOUNT	WARRANTY
					15% discount on each license starting at user 26	
Source.Select-Large-Sub-11-25Users	Source.Select	Additional User Licenses - 11 - 25 users. Minimum Purchase of 6 Months and 10 User subscriptions.	Subscription Fee, Per Month, Per User	\$1,480.12	10 users, no discount 11 – 25 users, 10% discount on each license starting at user 11 26 users and above, 15% discount on each license starting at user 26	SCW
Source.Select-Large-Sub-11-26+Users	Source.Select	Additional User Licenses - 26 or more users. Minimum Purchase of 6 Months and 10 User subscriptions.	Subscription Fee, Per Month, Per User	\$1,480.12	10 users, no discount 11 – 25 users, 10% discount on each license starting at user 11 26 users and above, 15% discount on each license starting at user 26	SCW

**PRICE LIST FOR HEALTH INFORMATION TECHNOLOGY (IT) SERVICES
(SPECIAL ITEM NUMBER 132-56)**

SIN 132-56 Labor Category	2/01/2020-1/31/2021	2/01/2021-1/31/2022	2/01/2022-1/31/2023	2/01/2023-1/31/2024	2/01/2024-1/31/2025
Health Business Analyst	\$114.64	\$117.27	\$119.97	\$122.73	\$125.55
Safety and Health Regulatory Analyst	\$152.86	\$156.37	\$159.97	\$163.65	\$167.41
HIPAA / Privacy Analyst	\$178.34	\$182.44	\$186.64	\$190.93	\$195.32
Clinical Business Analyst	\$248.38	\$254.10	\$259.94	\$265.92	\$272.04
Health Data Analyst	\$165.59	\$169.40	\$173.30	\$177.28	\$181.36
Health IT Architect	\$171.97	\$175.92	\$179.97	\$184.11	\$188.34