



**AUTHORIZED FEDERAL SUPPLY SERVICE  
INFORMATION TECHNOLOGY SCHEDULE PRICELIST  
GENERAL PURPOSE COMMERCIAL INFORMATION TECHNOLOGY  
SERVICES**

**SIN 54151S – IT Professional Services**

**54151HACS – Highly Adaptive Cybersecurity Services**

***Aligned Development Strategies, Inc. (ADSI)***  
***1900 L Street, N.W., Suite 600, Washington, DC 20036***  
***(202) 659-2807 (office phone) / (202) 659-2810 (Fax)***  
***Website: [www.goADSI.com](http://www.goADSI.com)***  
***Contact: [dgjames@goADSI.com](mailto:dgjames@goADSI.com)***

**Contract Number: 47OTCA24D009P    Period Covered by Contract: 5/20/2024 – 5/19/2029.**

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

## 1. DESCRIPTION OF IT SERVICES AND PRICING

### **Aligned Development Strategies, Inc.** **GSA Federal Supply Schedule Price List**

<b><u>Number</u></b>	<b><u>SIN:</u></b>	<b><u>Labor Category:</u></b>	<b><u>GSA Price/Rate</u></b> <b><u>(Onsite/Offsite)</u></b>
1	54151S	Principal Consultant	\$179.84
2	54151S	Project Administrator	\$107.05
3	54151S	Senior Business Analyst	\$141.30
4	54151S	Subject Matter Expert	\$124.17
5	54151S	Systems Administrator	\$85.74
6	54151S	Security Analyst III	\$106.88
7	54151S	Security Analyst II	\$85.52
8	54151S	Information Security Engineer	\$60.65
9	54151S	Senior Information Security Engineer	\$93.24
10	54151HACS	Cyber Risk Advisor	\$114.51
11	54151HACS	Cyber Risk Advisor – Mid Level	\$91.62
12	54151HACS	ISSO Level 2	\$64.98
13	54151HACS	ISSO Level 3	\$99.90

### **Labor Category Descriptions**

#### **1. Job Title: Principal Consultant 54151S**

**Minimum/General Experience:** 6 years of IT experience or equivalent

**Functional Responsibility:** Provides technical management of business processes and software solutions for Health, Transportation, Government, and other business areas. Documents business processes and enterprises architectures, interprets business requirements and creates system architectures models for cloud or client/server environments. Supervises technical design teams and uses a variety of business case process modeling tools to promote efficiency. Facilitate meetings with senior management and other stakeholders. Supports the Project Manager with tasks and activities definition, technical planning, and end user meetings. Mentor team members. Has developed complex reusable module and codes. Possesses certifications in Agile, ITIL and other quality frameworks.



**Minimum Education:** Bachelor's degree in computer science, MIS, Management, or equivalent 6 years of experience.

**Hourly Rate:** \$179.84

## **2. Job Title: Project Administrator 54151S**

**Minimum/General Experience:** 4 years of IT and/or project management experience

**Functional Responsibility:** Monitors work in progress under supervision of the Project Manager throughout the project management lifecycle. Monitors project team activities to ensure project objectives are met within established time frames and budgets. Follow up on deliverables and deliverable dates. Track deliverables and slippages and inform the Program Manager, Sponsor, Lead and/or Director of the status of all project activities. Maintain, monitor, and revise project schedules, document all aspects of assigned projects. Follows Agile management and quality assurance processes.

**Minimum Education:** Bachelor's degree in computer science or MIS, Management, or equivalent 4 years of experience.

**Hourly Rate:** \$107.05

## **3. Job Title: Senior Business Analyst 54151S**

**Minimum/General Experience:** 6 years of demonstrated IT or management experience.

**Functional Responsibility:** Conducts facilitated requirements and design meetings with clients and end users. Captures business processes, requirements and design in technical documents based upon CMMi or other applicable software engineering process standards. Able to guide the coding activities of junior staff to ensure completion of tasks in a timely manner. Familiar with Agile management processes and emerging technologies, such as RPA and AI. Supervises the development of web pages and applications using complex logic in Java, XML, ASP.NET, Python, JavaScript, and other languages. Implement solutions in Azure, AWS, Office 365, SharePoint and other cloud applications and environment. Uses Erwin or other database modeling tools to create and manage Oracle, MS-SQL Server, or other databases.

**Minimum Education:** Bachelor's degree in computer science, MIS, or equivalent 6 years of experience.

**Hourly Rate:** \$141.30

## **4. Job Title: Subject Matter Expert 54151S**

**Minimum/General Experience:** 6 years of experience

**Functional Responsibility:** Under the supervision of a Program/Project Manager, the Subject Matter Expert (SME) plays a critical role in defining business processes, requirements, and software functionality for various disciplines. An (SME) has special in-depth knowledge of a business area that enhances the team's understanding and addresses the client's goals and objectives. The SME has special knowledge of the business area, such as Transportation, Healthcare, Social Services, and can prepare policies, procedures, training, and other documentation. The SME has extensive communication skills and knowledge of tools, such as, Agile, Visio, Microsoft Office. Also, has knowledge of emerging technologies, such as AI and RPA.

**Minimum Education:** Master's degree in management or computer science, Information Systems or equivalent 6 years of experience.

**Hourly Rate:** \$124.17



## 5. **Job Title: System Administrator 54151S**

**Minimum/General Experience:** 2 years of IT experience

**Functional Responsibility:** Under supervision, is responsible for activities related to system maintenance and administration. Can manage user access to various systems, managing a help desk and responding to user's technical support questions. Ensures long-term requirements of systems operations and administration are included in the overall information systems planning of the organization. Responsible for the installation, maintenance, configuration, and integrity of computer software. Implements operating system enhancements that will improve the reliability and performance of the system.

**Minimum Education:** Associate degree or equivalent 2 years of experience.

**Hourly Rate:** \$85.74

## 6. **Job Title: Security Analyst III 54151S**

**Minimum/General Experience:** 6 years of experience

**Functional Responsibility:** Evaluates, maintains, and communicates the risk posture of each IT system and makes risk-based recommendations to the senior management. Act as the subject matter expert in all areas of the Risk Management Framework (RMF) including Risk and Vulnerability Assessments. Support the stakeholders in ensuring that all requirements, procedures, and standards of the RMF are implemented and enforced. Serves as an active participant in the system development life cycle (SDLC) Technical Review Board (TRB). Provides requirements and recommends design tradeoffs considering security, functionality, and cost. Ensures information security and privacy testing is performed throughout the SDLC as appropriate and results are considered during the development phase of the SDLC. Monitors the organization's security system posture by reviewing all proposed information security and privacy artifacts to provide recommendations to leadership. Performs all procedures necessary to ensure the safety of the organization's network and websites. Possesses certifications such as Certified Information Systems Security Professional (CISSP), Certified Information Security Manager (CISM) or equivalent.

**Minimum Education:** Bachelor's degree in computer science, Information Systems or equivalent 6 years of experience. Certifications such as CISSP, CEH, CISM, CISA, CCSP.

**Hourly Rate:** \$106.88

## 7. **Job Title: Security Analyst II 54151S**

**Minimum/General Experience:** 4 years of experience

**Functional Responsibility:** Under the supervision of a Senior Manager evaluates, maintains, and communicates the risk posture of each IT system and makes risk-based recommendations to the senior management. Possesses expert knowledge of all areas of the Risk Management Framework (RMF). Support the stakeholders in ensuring that all requirements, procedures, and standards of the RMF are implemented and enforced. Ensures information security and privacy testing is performed throughout the SDLC as appropriate and results are considered during the development phase of the SDLC. Monitors system security posture by reviewing all proposed security and privacy artifacts to provide recommendations to the leadership. Possesses certifications such as Certified Information Systems



Security Professional (CISSP), Certified Information Security Manager (CISM) or equivalent.

**Minimum Education:** Bachelor's degree in computer science, Information Systems or equivalent 4 years of experience. Certifications such as CISSP, CEH, CISM, CISA, CCSP.

**Hourly Rate:** \$85.52

#### **8. Job Title: Information Security Engineer 54151S**

**Minimum/General Experience:** Minimum 2 years of IT experience

**Functional Responsibility:** Under the supervision of a Senior Information Security Engineer: evaluates, maintains, and communicates the risk posture of IT systems to system owners and executive leadership and makes risk-based recommendations. Possesses knowledge and experience in all areas of the Risk Management Framework (RMF). Supports the stakeholders in ensuring that all requirements specified by the procedures and standards of the RMH are implemented and enforced. Review the results of penetration testing, incident responses, POA&M's, and other security artifacts. Provides requirements and recommends design tradeoffs considering security, functionality, and cost. Ensures information security and privacy testing is performed throughout the SDLC as appropriate and results are considered during the development phase of the SDLC. Monitors system security posture by reviewing all proposed information security and privacy artifacts to providing recommendations to the system owners. Possesses Comprehensive knowledge of the FISMA, FedRAMP, HIPAA laws and Privacy Act of 1974. Also possesses knowledge of the NIST SP 800 series documents and the 800-53 security control requirements and standard methods for implementing them.

**Minimum Education:** Associate degree in computer science or information Systems or equivalent or 2 years of experience. Certifications such as Security+, CISSP, CEH, CISM, CISA, CCSP.

**Hourly Rate:** \$60.65

#### **9. Job Title: Senior Information Security Engineer 54151S**

**Minimum/General Experience:** Minimum 4 years of IT experience

**Functional Responsibility:** Evaluates, maintains, and communicates the risk posture of IT systems to system owners and executive leadership and makes risk-based recommendations. Possesses knowledge and experience in all areas of the Risk Management Framework (RMF). Supports the stakeholders in ensuring that all requirements specified by the procedures and standards of the RMF are implemented and enforced. Serves as an active participant in the system development life cycle (SDLC) and the Technical Review Board (TRB). Provides requirements and recommends design tradeoffs considering security, functionality, and cost. Ensures information security and privacy testing is performed throughout the SDLC as appropriate and results are considered during the development phase of the SDLC. Monitors security system posture by reviewing all proposed information security and privacy artifacts to providing recommendations to the senior management. Possesses Comprehensive knowledge of the FISMA, HIPAA laws and Privacy Act of 1974. Also possesses knowledge of the current NIST SP 800 series documents and the 800-53 security control requirements and standard methods for implementing them.

**Minimum Education:** Bachelor's degree in computer science or information Systems or equivalent 4 years of experience. Certifications such as Security+, CISSP, CEH, CISM, CISA, CCSP

**Hourly Rate:** \$93.24



## 10. Job Title: Cyber Risk Advisor 54151HACS

**Minimum/General Experience:** 6 years of experience

**Functional Responsibility:** Actively implements and advises clients on all aspects of the Security Risk Management Framework based upon NIST standards and publications to address security, privacy, and supply chain risks including preparation, categorization, controls selections, implementation, assessment, authorization, monitoring for cloud and on-premises systems. Performs Security Architecture Reviews to determine weaknesses in enterprise security architecture and system level security and completes and provides a thorough audit of existing measures to ensure the integrity of High Value Assets. Maintains and implements cyber security and privacy policies and procedures and documents incident response, disaster recovery and contingency plans. Conducts risk assessments, develops, and maintains the POA&M and addresses mitigation steps with management input. Participates in Security Operations Center (SOC) services including threat monitoring, incident detection, incident response, vulnerability management, security incident analysis, threat intelligence, virus detection, log and event management, security awareness training, security reporting, and continuous monitoring and improvement. Evaluates systems security posture by analyzing system logs, end-point security metrics and other security data and communicates the risk posture of each system and the enterprise to executive leadership. Support the system owners and stakeholders in ensuring that all requirements, procedures, and standards of the RMF and cyber security policies and procedures are implemented and enforced. Participates in the system development life cycle (SDLC) Technical Review Board (TRB) meetings and provides security requirements, recommends design and architecture tradeoffs considering security, functionality, and cost. Ensures information security and privacy testing is performed throughout the SDLC and results are also considered during the development phase of the SDLC.

**Minimum Education:** Bachelor's degree in computer science, Information Systems or equivalent 6 years of experience. Certifications such as CISSP, CISM, CISA.

**Hourly Rate:** \$114.51

## 11. Job Title: Cyber Risk Advisor – Mid Level 54151HACS

**Minimum/General Experience:** 4 years of experience

**Functional Responsibility:** Works in conjunction and under supervision of the Cyber Risk Advisor to actively perform and advise clients on all aspects of the Security Risk Management Framework based upon NIST standards and publications to address security, privacy, and supply chain risks including preparation, categorization, controls selections, implementation, assessment, authorization, monitoring for cloud and on-premises systems. Maintains, and implements cyber security and privacy policies and procedures and other documents including incident management, disaster recovery and contingency plans. Conducts risk assessments, develops, and manages the POA&M and addresses mitigation steps with management input. Participates in SOC services including threat monitoring, incident detection, incident response, vulnerability management, security incident analysis, threat intelligence, virus detection, log and event management, security awareness training, security reporting, and continuous monitoring and improvement. Participates in development team meetings, contributes enterprise security requirements, and ensures enterprise cyber security policies, procedures and standards are integrated during the SDLC.

**Minimum Education:** Bachelor's degree in computer science, Information Systems or equivalent 4 years of experience. Certifications such as CISSP, CISM, CISA.

**Hourly Rate:** \$91.62



## 12. Job Title: ISSO Level 2 54151HACS

**Minimum/General Experience:** Minimum 2 years of IT experience

**Functional Responsibility:** Works in conjunction and under supervision of a senior ISSO to develop and implements security and privacy policies, procedures and security controls based upon RMF and other NIST standards and publications including NIST 800-53 for cloud and on premises systems. Performs risk assessments, POA&M management, monitor threats, responds, and investigates security incidents and recommends and implements appropriate risk mitigation steps. Performs Security Architecture Reviews, analyzes security policies and procedures to determine weaknesses in enterprise security architecture and system level security and completes and provides a thorough audit of existing measures. Performs penetration testing, network traffic monitoring and analysis, vulnerability assessments, intrusion detection, SIEM data analysis, forensic data analysis and incident response. Recommends and implements risk and compliance management tools, monitoring tools including SIEM, data, antivirus, phishing and end-point monitoring tools. Provides security and privacy awareness training to stakeholders. Develops and implements incident response plans, policies and procedures, business continuity and disaster response plan and evaluates, maintains, and communicates the risk posture of IT systems to system owners and executive leadership. Supports the system owner in ensuring that all requirements specified by the standards of the RMF, and the organizations' policies and procedures and acceptable levels of risks are implemented and enforced to ensure a successful Authority to Operate. Possesses comprehensive knowledge and advises clients on FISMA, FedRAMP, HIPAA laws and Privacy Act of 1974 where appropriate.

**Minimum Education:** Associate degree in computer science or information Systems or equivalent or 2 years of experience. Certifications such as Security+.

**Hourly Rate:** \$64.98

## 13. Job Title: ISSO Level 3 54151HACS

**Minimum/General Experience:** Minimum 4 years of IT experience

**Functional Responsibility:** Develops and implements security and privacy policies, procedures and security controls based upon RMF and other NIST standards and publications including NIST 800-53 for cloud and on premises systems. Performs risk assessments, POA&M management, monitor threats, responds to, and investigates security incidents and recommends and implements appropriate risk mitigation steps. Performs Security Architecture Reviews, analyzes security policies and procedures to determine weaknesses in enterprise security architecture and system level security and completes and provides a thorough audit of existing measures. Provides SOC support including penetration testing, ethical hacking, network traffic monitoring and analysis, vulnerability assessments, intrusion detection, SIEM data analysis, forensic data analysis and incident response. Recommends and implements risk and compliance management tools also monitoring tools including SIEM, access logs, antivirus, phishing and end-point monitoring tools. Provides security and privacy awareness training to stakeholders. Develops and implements incident response plans, policies and procedures, business continuity and disaster response plan and evaluates, maintains, and communicates the risk posture of IT systems to system owners and executive leadership. Supports the system owner in ensuring that all requirements specified by the standards of the RMF, and the organizations' policies and procedures and acceptable levels of risks are implemented and enforced to ensure a successful ATO. Possesses comprehensive knowledge and advises clients on FISMA, FedRAMP, HIPAA laws and Privacy Act of 1974 where appropriate.

**Minimum Education:** Bachelor's degree in computer science or information Systems or equivalent 4 years of experience. Certifications such as Security+.

**Hourly Rate:** \$99.90





## 2. DISCOUNTS, TERMS and CONDITIONS:

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

Term	Initial Terms Offered	Final GSA Terms Accepted
Basic Discount	5%-10%	5%-10%
Labor Hour Pricing	N/A	N/A
Quantity/Volume	2% for single orders equal or greater than \$100,000.00	2% for single orders equal or greater than \$100,000.00
Prompt Payment Terms	None	Net 30 Days
FOB Terms	Destination	Destination
Delivery Days ARO	Net 30 Days	Net 30 Days
Expedited Delivery Days ARO	None	None
Warranty	NA	NA
Brands (OEM or Suppliers)	N/A	N/A
Any Other Terms or Concessions including, but not limited to Minimum Order limits negotiated, Return Policy, Restocking Fee, etc.)	N/A	N/A

### Terms and Conditions

#### 1) 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, their 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

## 2) Services Performed

a) All 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.

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

c) The Contractor agrees to render services only during normal working hours, unless otherwise agreed to by the Contractor and the ordering activity.

## 3) Travel.

a) Any Contractor travel required in the performance of services must comply with the Pub. L.99-234 and FAR Part 31.205-46, as applicable, in effect on the date(s) the travel is performed. Established Federal Government per diem rates will apply to all Contractor travel.

## 4) Warranty

a) Unless otherwise specified in the contract, the Contractor's standard commercial warranty applies.

b) The Contractor's commercial guarantee/warranty shall be included in the Commercial Supplier Agreement to include Enterprise User License Agreements or Terms of Service (TOS) agreements, if applicable.

c) 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.

d) Aligned Development Strategies, Inc. guarantees that all services and associated support provided under this contract shall meet the minimum standards as described in the Company's Authorized GSA Federal Supply Schedule Price List.



### 3. INFORMATION FOR ORDERING ACTIVITIES APPLICABLE TO ALL SPECIAL ITEM NUMBERS

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

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

For orders exceeding the micro purchase threshold, FAR 8.404 requires agencies to consider the catalogs/pricelists of at least three schedule contractors or consider reasonably available information by using the GSA Advantage!™ on-line shopping service ([www.fss.gsa.gov](http://www.fss.gsa.gov)). The catalogs/pricelists, GSA Advantage!™ and the Federal Supply Service Home Page ([www.fss.gsa.gov](http://www.fss.gsa.gov)) contain information on a broad array of products and services offered by small business concerns.

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

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

#### 1. GEOGRAPHIC SCOPE OF CONTRACT:

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

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

Offerors are requested to check one of the following boxes:

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

#### 2. CONTRACTOR'S ORDERING ADDRESS AND PAYMENT INFORMATION:

##### Ordering Address

*Aligned Development Strategies, Inc.*  
*1900 L Street, N.W., Suite 600*  
*Washington, DC 20036*

##### Payment Information

*Aligned Development Strategies, Inc.*  
*1900 L Street, N.W., Suite 600*  
*Washington, DC 20036*

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

The following telephone number(s) can be used by ordering activities to obtain technical and/or ordering assistance:  
TELEPHONE NO.: (202) 659-2807 / FAX NO.: (202) 659-2810



### 3. LIABILITY FOR INJURY OR DAMAGE

The Contractor shall not be liable for any injury to ordering activity personnel or damage to ordering activity property arising from the use of equipment maintained by the Contractor, unless such an injury or damage is due to the fault or negligence of the Contractor.

### 4. Statistical Data for Government Ordering Office Completion of Standard Form 279:

Block 9: G. Order/Modification Under Federal Schedule

Block 16: Data Universal Numbering System (DUNS) Number: 08-413-0959

Block 30: Type of Contractor – Small Disadvantaged Business

Block 31: Woman-Owned Small Business - No

Block 36: Contractor's Taxpayer Identification Number (TIN): 52-2088644

4a. CAGE Code: ISAR8

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

### 5. FOB DESTINATION

### 6. DELIVERY SCHEDULE

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

SPECIAL ITEM NUMBER

DELIVERY TIME (Days ARO)

54151S

*As agreed upon between ADSI and Ordering Activity.*

54151HACS

*As agreed upon between ADSI and Ordering Activity.*

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

7. **SMALL REQUIREMENTS:** The minimum dollar value of orders to be issued is \$100.00.

### 8. MAXIMUM ORDER (All dollar amounts are exclusive of any discount for prompt payment.)

- a. The Maximum Order value for the following Special Item Number (SIN) is \$500,000.00: Special Item Number 54151S - Information Technology (IT) Professional Services
- b. The Maximum Order value for the following Special Item Number (SIN) is \$500,000.00: Special Item Number 54151HACS – Highly Adaptive Cybersecurity Services

### 10. ORDERING PROCEDURES FOR FEDERAL SUPPLY SCHEDULE CONTRACTS

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



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

## **11. FEDERAL INFORMATION TECHNOLOGY/TELECOMMUNICATION STANDARDS**

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

### **11.1 FEDERAL INFORMATION PROCESSING STANDARDS PUBLICATIONS (FIPS PUBS):**

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

### **10.1 FEDERAL TELECOMMUNICATION STANDARDS (FED-STDS):**

Telecommunication products under this Schedule that do not conform to Federal Telecommunication Standards (FED-STDS) should not be acquired unless a waiver has been granted in accordance with the applicable "FED-STD." Federal Telecommunication Standards are issued by the U.S. Department of Commerce, National Institute of Standards and Technology

(NIST), pursuant to the National Security Act. Ordering information and information concerning the availability of FED-STDS should be obtained from the GSA, Federal Supply Service, Specification Section, 470 East L'Enfant Plaza, Suite 8100, SW, Washington, DC 20407, telephone number (202)619-8925. Please include a self-addressed mailing label when requesting information by mail. Information concerning their applicability can be obtained by writing or calling the U.S. Department of Commerce, National Institute of Standards and Technology, Gaithersburg, MD 20899, telephone number (301)975-2833.

## **11 CONTRACTOR TASKS / SPECIAL REQUIREMENTS (C-FSS-370) (NOV 2001)**

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

NOTE: Refer to FAR Part 31.205-46 Travel Costs, for allowable costs that pertain to official company business travel in regard to this contract.



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

**12 CONTRACT ADMINISTRATION FOR ORDERING ACTIVITIES:** Any ordering activity, with respect to any one or more delivery orders placed by it under this contract, may exercise the same rights of termination as might the GSA Contracting Officer under provisions of FAR 52.212-4, paragraphs (l) Termination for the ordering activity's convenience, and (m) Termination for Cause (See C.1.)

### **13 GSA Advantage!**

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

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

Agencies can browse GSA Advantage! by accessing the Internet World Wide Web utilizing a browser (ex.: Google Chrome). The Internet address is <http://www.fss.gsa.gov/>.



## 14 PURCHASE OF OPEN MARKET ITEMS

NOTE: Open Market Items are also known as incidental items, noncontract items, non-Schedule items, and items not on a Federal Supply Schedule contract. ODCs (Other Direct Costs) are not part of this contract and should be treated as open market purchases. Ordering Activities procuring open market items must follow FAR 8.402(f).

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

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

## 15 CONTRACTOR COMMITMENTS, WARRANTIES AND REPRESENTATIONS

- a. For this contract, commitments, warranties, and representations include, in addition to those agreed to for the entire schedule contract:
  - (1) Time of delivery/installation quotations for individual orders.
  - (2) Technical representations and/or warranties of products concerning performance, total system performance and/or configuration, physical, design and/or functional characteristics and capabilities of a product/equipment/ service/software package submitted in response to requirements which result in orders under this schedule contract.
  - (3) Any representations and/or warranties concerning the products made in any literature, description, drawings and/or specifications furnished by the Contractor.
- b. The above is not intended to encompass items not currently covered by the GSA Schedule contract.

## 16. OVERSEAS ACTIVITIES

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

### **NONE**

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

## 17. BLANKET PURCHASE AGREEMENTS (BPAs)

The use of BPAs under any schedule contract to fill repetitive needs for supplies or services is allowable. BPAs may be established with one or more Schedule contractors. The number of BPAs to be established is within the discretion of the ordering activity establishing the BPA and should be based on a strategy that is expected to



maximize the effectiveness of the BPA(s). Ordering activities shall follow FAR 8.405-3 when creating and implementing BPA(s).

## **18. CONTRACTOR TEAM ARRANGEMENTS**

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

## **19. INSTALLATION, DEINSTALLATION, REINSTALLATION**

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

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

## **20. SECTION 508 COMPLIANCE.**

If applicable, Section 508 compliance information on the supplies and services in this contract are available in Electronic and Information Technology (EIT) at the following: [www.goADSI.com](http://www.goADSI.com)

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

## **21. PRIME CONTRACTOR ORDERING FROM FEDERAL SUPPLY SCHEDULES.**

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

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

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

## **22. INSURANCE—WORK ON A GOVERNMENT INSTALLATION (JAN 1997) (FAR 52.228-5)**

- (a) The Contractor shall, at its own expense, provide and maintain during the entire performance of this contract at least the kinds and minimum amounts of insurance required in the Schedule or elsewhere in the contract.





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

### **23. SOFTWARE INTEROPERABILITY.**

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

### **24. ADVANCE PAYMENTS**

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



#### **4. OTHER TERMS AND CONDITIONS APPLICABLE TO INFORMATION TECHNOLOGY (IT) PROFESSIONAL SERVICES (SPECIAL ITEM NUMBER 54151S) & HIGHLY ADAPTIVE CYBERSECURITY SERVICES (SPECIAL ITEM NUMBER 54151HACS)**

##### **1. SCOPE**

- a. The prices, terms and conditions stated under Special Item Number 54151S Information Technology Professional Services & Highly Adaptive Cybersecurity Services apply exclusively to IT Services within the scope of this Information Technology Schedule.
- b. The Contractor shall provide services at the Contractor's facility and/or at the ordering activity location, as agreed to by the Contractor and the ordering activity.

##### **2. PERFORMANCE INCENTIVES**

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

##### **3. ORDER**

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

##### **4. PERFORMANCE OF SERVICES**

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



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

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

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

## **6. INSPECTION OF SERVICES**

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

## **7. RESPONSIBILITIES OF THE CONTRACTOR**

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



## **8. RESPONSIBILITIES OF THE ORDERING ACTIVITY**

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

## **9. INDEPENDENT CONTRACTOR**

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

## **10. ORGANIZATIONAL CONFLICTS OF INTEREST**

### **a. Definitions.**

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

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

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

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

## **11. INVOICES**

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

## **12. PAYMENTS**

For firm-fixed price orders the ordering activity shall pay the Contractor, upon submission of proper invoices or vouchers, the prices stipulated in this contract for service rendered and accepted. Progress payments shall be made only when authorized by the order. For time-and-materials orders, the Payments under Time-and-Materials and Labor-Hour Contracts at FAR 52.232-7 (DEC 2002), (Alternate II – Feb 2002) (Deviation – May 2003) applies to time-and-materials orders placed under this contract. For labor-hour orders, the Payment under Time-and-Materials and Labor-Hour Contracts at FAR 52.232-7 (DEC 2002), (Alternate II – Feb 2002) (Deviation – May 2003)) applies to labor-hour orders placed under this contract.



**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**

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



## 5. USA COMMITMENT TO PROMOTE SMALL BUSINESS PARTICIPATION PROCUREMENT PROGRAMS

### PREAMBLE

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

### COMMITMENT

To actively seek and partner with small businesses.

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

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

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

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

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

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

We signify our commitment to work in partnership with small, small disadvantaged and women-owned small businesses to promote and increase their participation in ordering activity contracts. To accelerate potential opportunities please contact **Dale G. James, Phone: (202) 659-2807, [dgjames@goADSI.com](mailto:dgjames@goADSI.com), Fax: (202) 6592810.**

## BEST VALUE BLANKET PURCHASE AGREEMENT FEDERAL SUPPLY SCHEDULE



(Insert Customer Name)

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

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

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

Signatures

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
Contractor

\_\_\_\_\_  
Date

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

(CUSTOMER NAME)  
BLANKET PURCHASE AGREEMENT





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

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

MODEL NUMBER/PART NUMBER

\*SPECIAL BPA DISCOUNT/PRICE

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(2) Delivery:

DESTINATION

DELIVERY SCHEDULES / DATES

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(3) The ordering activity estimates, but does not guarantee, that the volume of purchases through this agreement will be \_\_\_\_\_.

(4) This BPA does not obligate any funds.

(5) This BPA expires on \_\_\_\_\_ or at the end of the contract period, whichever is earlier.

(6) The following office(s) is hereby authorized to place orders under this BPA:

OFFICE

POINT OF CONTACT

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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

(8) Unless otherwise agreed to, all deliveries under this BPA must be accompanied by delivery tickets or sales slips that must contain the following information as a minimum:

(a) Name of Contractor

(b) Contract Number

(c) BPA Number

(d) Model Number or National Stock Number (NSN)

(e) Purchase Order Number

(f) Date of Purchase

(g) Quantity, Unit Price, and Extension of Each Item (unit prices and extensions need not be shown when incompatible with the use of automated systems; provided that the invoice is itemized to show the information); and

(h) Date of Shipment.



- (9) The requirements of a proper invoice are specified in the Federal Supply Schedule contract. Invoices will be submitted to the address specified within the purchase order transmission issued against this BPA.
- (10) The terms and conditions included in this BPA apply to all purchases made pursuant to it. In the event of an inconsistency between the provisions of this BPA and the Contractor's invoice, the provisions of this BPA will take precedence.

\*\*\*\*\*

#### BASIC GUIDELINES FOR USING "CONTRACTOR TEAM ARRANGEMENTS"

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

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

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

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

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

Here is a general outline of how it works:

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

