



**Federal Supply Schedule
For General
Purpose Commercial Information Technology
Equipment, Software, And Services
FSC Group 70 Pricelist**

SIN 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 D311	IT Data Conversion 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

- Note 1:** All non-professional labor categories must be incidental to and used solely to support hardware, software and/or professional services, and cannot be purchased separately.
- Note 2:** Offerors and Agencies are advised that the Group 70 – Information Technology Schedule is not to be used as a means to procure services which properly fall under the Brooks Act. These services include, but are not limited to, architectural, engineering, mapping, cartographic production, remote sensing, geographic information systems, and related services. FAR 36.6 distinguishes between mapping services of an A/E nature and mapping services which are not connected nor incidental to the traditionally accepted A/E Services.
- Note 3:** This solicitation is not intended to solicit for the reselling of IT Professional Services, except for the provision of implementation, maintenance, integration, or training services in direct support of a product. Under such circumstances the services must be performance by the publisher or manufacturer or one of their authorized agents.

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Contract Period:

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/>

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

SPECIAL NOTICE TO AGENCIES: Small Business Participation

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

For orders exceeding the micropurchase 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). The catalogs/pricelists, GSA Advantage!™ and the Federal Supply Service Home Page (www.fss.gsa.gov) contain information on a broad array of products and services offered by small business concerns.

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

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

1. Geographic Scope of Contract:

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

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

Offerors are requested to check one of the following boxes:

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

For Special Item Number 132-53 Wireless Services ONLY, if awarded, list the limited geographic coverage area:

2. Contractor's Ordering Address and Payment Information:

**Micah Systems Technologies, Inc.
914 Silver Spring Avenue, Suite 106
Silver Spring, MD 20910**

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:

(240) 638-7001

When Authorized Dealers are allowed by the Contractor to bill ordering activities and accept payment, the order and/or payment must be in the name of the Contractor, in care of the Authorized Dealer.

3. LIABILITY FOR INJURY OR DAMAGE

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

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

Block 9: G. Order/Modification Under Federal Schedule
Block 16: Data Universal Numbering System (DUNS) Number: **79-678-5079**
Block 30: Type of Contractor – **A. Small Disadvantaged Business**
Block 31: Woman-Owned Small Business - **No**
Block 36: Contractor's Taxpayer Identification Number (TIN): **52-192-4016**

- 4a. CAGE Code: **1B0K7**_____
- 4b. Contractor **has** registered with the Central Contractor Registration Database.

5. FOB Destination

6. DELIVERY SCHEDULE

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

SPECIAL ITEM NUMBER	DELIVERY TIME (Days ARO)
___ 132-51 ___	As agreed upon between the contractor and the 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. Discounts: Prices shown are NET Prices; Basic Discounts have been deducted.

- a. Prompt Payment: **0**% - ___ days from receipt of invoice or date of acceptance, whichever is later.
- b. Quantity
- c. Dollar Volume
- d. Government Educational Institutions
- e. Other

8. Trade Agreements Act of 1979, as amended:

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

9. Statement Concerning Availability of Export Packing: None

10. Small Requirements: The minimum dollar value of orders to be issued is **\$100.00**.

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

- a. The Maximum Order value for the following Special Item Numbers (SINs) is \$500,000:
Special Item Number 132-51 - Information Technology (IT) Professional Services

12. ORDERING PROCEEDURES FOR FEDERAL SUPPLY SCHEDULE CONTRACTS

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

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

13. FEDERAL INFORMATION TECHNOLOGY/TELECOMMUNICATION STANDARDS

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

13.1 FEDERAL INFORMATION PROCESSING STANDARDS PUBLICATIONS (FIPS PUBS):

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

13.2 FEDERAL TELECOMMUNICATION STANDARDS (FED-STDS):

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

14. CONTRACTOR TASKS / SPECIAL REQUIREMENTS (C-FSS-370) (NOV 2001)

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

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

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

16. GSA Advantage!

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

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

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

17. PURCHASE OF OPEN MARKET ITEMS

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

18. CONTRACTOR COMMITMENTS, WARRANTIES AND REPRESENTATIONS

a. For the purpose of this contract, commitments, warranties and representations include, in addition to those agreed to for the entire schedule contract:

- (1) Time of delivery/installation quotations for individual orders;
- (2) Technical representations and/or warranties of products concerning performance, total system performance and/or configuration, physical, design and/or functional characteristics and capabilities of a product/equipment/ service/software package submitted in response to requirements which result in orders under this schedule contract.
- (3) Any representations and/or warranties concerning the products made in any literature, description, drawings and/or specifications furnished by the Contractor.

b. The above is not intended to encompass items not currently covered by the GSA Schedule contract.

19. OVERSEAS ACTIVITIES

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

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.

20. BLANKET PURCHASE AGREEMENTS (BPAs)

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

21. CONTRACTOR TEAM ARRANGEMENTS

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

22. INSTALLATION, DEINSTALLATION, REINSTALLATION

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

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

23. SECTION 508 COMPLIANCE.

If applicable, Section 508 compliance information on the supplies and services in this contract are available in Electronic and Information Technology (EIT) at the following:

<http://www.micahsystech.com/>_____

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

24. PRIME CONTRACTOR ORDERING FROM FEDERAL SUPPLY SCHEDULES.

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

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

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

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

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

26. SOFTWARE INTEROPERABILITY.

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

27. ADVANCE PAYMENTS

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

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

1. SCOPE

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

2. PERFORMANCE INCENTIVES

- a. 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 for each task in the Statement of Work or Delivery Order. Services shall be completed in a good and workmanlike manner.
- d. Any Contractor travel required in the performance of IT Services must comply with the Federal Travel Regulation or Joint Travel Regulations, as applicable, in effect on the date(s) the travel is performed. Established Federal Government per diem rates will apply to all Contractor travel. Contractors cannot use GSA city pair contracts.

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

(a) The Contracting Officer may, at any time, by written order to the Contractor, require the Contractor to stop all, or any part, of the work called for by this contract for a period of 90 days after the order is delivered to the Contractor, and for any further period to which the parties may agree. The order shall be specifically identified as a stop-work order issued under this clause. Upon receipt of the order, the Contractor shall immediately comply with its terms and take all reasonable steps to minimize the incurrence of costs allocable to the work covered by the order during the period of work stoppage. Within a period of 90 days after a stop-work is delivered to the Contractor, or within any extension of that period to which the parties shall have agreed, the Contracting Officer shall either-

- (1) Cancel the stop-work order; or
- (2) Terminate the work covered by the order as provided in the Default, or the Termination for Convenience of the Government, clause of this contract.

(b) If a stop-work order issued under this clause is canceled or the period of the order or any extension thereof expires, the Contractor shall resume work. The Contracting Officer shall make an equitable adjustment in the delivery schedule or contract price, or both, and the contract shall be modified, in writing, accordingly, if-

- (1) The stop-work order results in an increase in the time required for, or in the Contractor's cost properly allocable to, the performance of any part of this contract; and
- (2) The Contractor asserts its right to the adjustment within 30 days after the end of the period of work stoppage; provided, that, if the Contracting Officer decides the facts justify the action, the Contracting Officer may receive and act upon the claim submitted at any time before final payment under this contract.

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

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

6. INSPECTION OF SERVICES

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

9. INDEPENDENT CONTRACTOR

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

10. ORGANIZATIONAL CONFLICTS OF INTEREST

a. Definitions.

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

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

An “Organizational conflict of interest” exists when the nature of the work to be performed under a proposed 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 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

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/EC SERVICES AND PRICING

A detailed description of the services offered under this contract is included in the next section.



SERVICES OFFERED

Micah continually evaluates new, state of the art technologies that can be used to better address our customers' needs. In the services we provide, we ensure that our approach is both comprehensive and cost effective.

Micah offers IT core services in the following areas:

Business Intelligence/Enterprise Reporting

Business Intelligence is the manipulation of business information into innovative, sophisticated solutions to enable better decisions every day.

Micah provides the service of business intelligence to help organizations plan, monitor, and understand the details and critical data that are relied upon by providing a leading edge Enterprise Reporting and Corporate Performance Management Methodology.

Enterprise Reporting Solutions

Enterprise Reporting allows you to collect data and gain access to data so you can report on it throughout the organization.

A novice user, power user or IT professional will be able to quickly produce polished reports that contain data combined from multiple queries or even multiple data sources. With almost zero training, users view and navigate from summary to detail reports.

Micah implements Enterprise Reporting Solutions within various data arenas:

- EEO/HR
- Financial (Federal Financial System (FFS) and other financial systems)
- Homeland Security
- Legal
- Sales/Marketing
- Operations

Inter/Intranet and Portal Web Development

Many large organizations face the ever-growing challenge of information sprawl. Departments within the organization often adopt their own distinct tools and methodologies for communication and workflow amongst themselves, not necessarily with the rest of the organization's community in mind.

This communications gap results in a loss of efficiency and productivity through the following ways:

- Multiple groups and/or individuals replicating work done elsewhere because they were not aware of its existence
- The organization's budget has to support purchasing, development, and configuration costs for a variety of software packages deemed necessary by the individual departments
- Groups and/or individuals with specific expertise in the organization often go underutilized because other departments do not know of their ability to contribute
- Significant lag times are experienced in managerial decision making because of ineffective and uncoordinated communications

The Immediate Benefits of an Enterprise Portal:

- Large-scale resource sharing, making it possible for groups and/or individuals to remotely access computers, networks, and databases from within the organization

- A single point of entry to an organization's information and resources, simplifying management of content and message
- The improvement of internal processes and communications and reducing overhead and overall manpower requirements, while creating stronger relationships between employees and customers
- Global remote access allowing your employees to contribute from anywhere in the world

Customer Care

We address our customer's service strategies, anticipated volume and service levels, reporting and analytical requirements, networking, system integration, training, maintenance, and staffing needs. In order to combat the ever rising service standards and costs within the industry, Micah also helps you gather the information you need to make informed decisions about the status of your operations. We recommend or design assessment tools which monitor operations.

Micah has various offerings within Customer Care:

- Administrative Support
- Call Center Support
- Conference and Event Planning
- Help Desk Support
- Information and Referral Center Support
- Library Service Support

Enterprise Architecture

The purpose of Enterprise Architecture is to coordinate and align information technology (IT) resources with the business functions and applications they are meant to support.

It is represented by the organization's primary business, information, application, and technology strategies and how they affect business processes. In this model, business needs dictate what is done in the organization and Enterprise Architecture determines how information technology supports those business needs.

Micah Job Title Descriptions:

Title: **Senior Project Manager**

Minimum/General Experience: Six to ten years IT experience is required, of which three years must be management experience. Specialized experience required includes: complete engineering project development from inception to deployment; proven expertise in the management and control of funds and resources, demonstrated capability in managing complex multi-task contracts. General experience required includes: increasing responsibilities in information systems design and management.

Functional Responsibility: Leads the project or multiple tasks and retains overall responsibility for performance including cost, schedule, deliverables and contractual compliance. Provides the interface to the customer and other project leaders. May work under a Program Manager for multiple projects. Identifies, acquires, and utilizes company resources to achieve project technical objectives. Establishes priorities, task assignment and completion. Ensures quality and productivity standards are being maintained while meeting

project/client deadlines and budget constraints. Serves as the client liaison on all project matters. Performs a quality assurance role and ensures timely delivery of all specified deliverables. Identifies all task responsibilities and reports any changes or suggestions accordingly to a Program Manager. Supervises the training of new personnel under the project to assure compliance with government regulations, codes, and company policy and procedures. Participates in contract negotiations.

Minimum Education: Advanced degree (or equivalent experience) in computer science, information systems, engineering, business, or other related scientific or technical discipline.

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

Title: Information & Referral Project Manager

Minimum/General Experience: Minimum of five years management and administration experience is required, with increasing responsibility in Information & Referral operations. Some knowledge of library functions. Specialized experience required includes: complete project development from inception to deployment; proven expertise in the management and control of funds and resources, demonstrated capability in managing multi-task contracts. General experience required includes: increasing responsibilities in project management.

Functional Responsibility: Leads the project or multiple tasks and retains overall responsibility for performance including cost, schedule, deliverables and contractual compliance. Provides the interface to the customer and other project leaders. May work under a Program Manager for multiple projects. Identifies, acquires, and utilizes company resources to achieve project technical objectives. Establishes priorities, task assignment and completion. Ensures quality and productivity standards are being maintained while meeting project/client deadlines and budget constraints. Serves as the client liaison on all project matters. Performs a quality assurance role and ensures timely delivery of all specified deliverables. Identifies all task responsibilities and reports any changes or suggestions accordingly to a Program Manager. Supervises the training of new personnel under the project to assure compliance with government regulations, codes, and company policy and procedures. Participates in contract negotiations. Professional knowledge of the theories, principles, practices and techniques of Federal, State and Non-Governmental Organization services and service providers including policies, practices, and regulations.

Minimum Education: Bachelor's degree (or equivalent experience) in computer science, information systems, engineering, business, or other related scientific or technical discipline.

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

Title: Technical Specialist

Minimum/General Experience: Six to ten years experience in applying information technology to solve customer problems and five years of specialized experience in the area being supported.

Functional Responsibility: Provides expert advice and assistance in state-of-the-art technologies defined by the business segment. Performs technical work, analyzes or studies complex functional and technical problems, enhances or implements systems solutions, and supports test and acceptance phases. May act as technical supervisor to other project personnel.

Minimum Education: Advanced degree (or equivalent experience) in subject area.

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

Title: Systems Analyst I

Minimum/General Experience: Minimum of three years experience is required, of which one year must be specialized. Specialized experience required includes: the analysis and design of business applications on complex, large-scale systems, including three years experience in database management concepts. Knowledge of state-of-the-art storage and retrieval methods is required, as well as the ability to formulate specifications for computer programmers to use in coding, testing, and debugging of computer software, plus one year of systems analysis experience designing technical applications on computer systems. General experience required includes: increasing responsibilities in information systems design and management, and demonstrated work on requirements that are moderately complex to analyze, plan, program and implement.

Functional Responsibility: Works independently or under general direction on computer systems that are moderately complex to analyze, plan, program and operate. Analyzes and develops computer software processing a wide range of capabilities, including numerous engineering, business and records management. Develops plans for ADP systems from project inception to conclusion. Analyzes the problem and the information to be processed. Defines the problem, and develops system requirements and program specifications, from which programmers prepare systems documentation, programs and tests. Coordinates closely with programmers to ensure proper proponents to determine application requirements and recommend system alternative solutions.

Minimum Education: Bachelor's degree (or equivalent experience) in computer science, information systems, engineering, business, or other related scientific or technical discipline.

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

Title: Systems Analyst III

Minimum/General Experience: Minimum of five years experience is required, of which three years must be specialized. Specialized experience required includes: the analysis and design of business applications on complex, large-scale systems, including experience in database management concepts. Knowledge of state-of-the-art storage and retrieval methods is required, as well as the ability to formulate specifications for computer programmers to use in coding, testing, and debugging of computer software, plus one year of systems analysis experience designing technical applications on computer systems. General experience required includes increasing responsibilities in assignments of a technical nature. Proven ability to work independently or under only general direction on complex application problems involving all phases of systems analysis is required.

Functional Responsibility: Works independently or under general direction on complex application problems involving all phases of systems analysis to provide resolutions. Provides technical and administrative direction for personnel performing software development tasks, including the review of work products for correctness, adherence to the design concept and to the user standards, and for progress in accordance with schedules. Coordinates with the Project Manager to ensure problem solution and user satisfaction. Makes recommendations, if needed, for approval of major systems installations. Prepares milestone status reports and deliveries/presentations on the system concept to colleagues, subordinates and end user representatives. Provides technical direction to lower level systems analysts.

Minimum Education: Advanced degree (or equivalent experience) in computer science, information systems, engineering, business, or other related scientific or technical discipline.

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

Title: Systems Analyst V

Minimum/General Experience: Six to eight years experience is required, of which four years must be specialized. Specialized experience required includes: the analysis and design of business applications on complex, large-scale systems, including experience in database management concepts. Knowledge of state-of-the-art storage and retrieval methods is required, as well as the ability to formulate specifications for computer programmers to use in coding, testing, and debugging of computer software, plus one year of systems analysis experience designing technical applications on computer systems. General experience required includes increasing responsibilities in assignments of a technical nature. Proven ability to work independently on complex application problems involving all phases of systems analysis is required.

Functional Responsibility: Works independently on complex application problems involving all phases of systems analysis to provide resolutions. Provides technical and administrative direction for personnel performing software development tasks, including the review of work products for correctness, adherence to the design concept and to the user standards, and for progress in accordance with schedules. Coordinates with the Project Manager to ensure problem solution and user satisfaction. Makes recommendations, if needed, for approval of major systems installations. Prepares milestone status reports and deliveries/presentations on the system concept to colleagues, subordinates and end user representatives. Provides technical direction to lower level systems analysts.

Minimum Education: Advanced degree (or equivalent experience) in computer science, information systems, engineering, business, or other related scientific or technical discipline.

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

Title: Senior Systems Analyst/Programmer

Minimum/General Experience: Six to ten years experience is required, of which six years must be specialized. Specialized experience required includes experience maintaining program products, including evaluation, testing and implementation. Knowledge of state-of-the-art storage and retrieval methods is required, as well as the ability to formulate specifications for use in coding, testing, and debugging of computer software. General experience required includes increasing responsibilities in information systems programming, and demonstrated work on requirements that are moderately complex to program. Proven ability to work independently or under only general direction on complex application problems involving all phases of systems programming is required.

Functional Responsibility: Responsible for system programming functions dealing with the overall operating system or complex subsystem. Works at the highest technical level on all phases of system programming controlling the operating system with the freedom to make decisions on the techniques to be used. Develops specifications for complex systems programming activities. Prepares recommendations for system improvement for management and user consideration. Monitors operating system performance and takes action to maximize system capacity and throughput. Acts as consultant to the technical staff and the end user community.

Minimum Education: Advanced degree (or equivalent experience) in computer science, information systems, engineering, business, or other related scientific or technical discipline.

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

Title: Senior Software Engineer

Minimum/General Experience: Six to ten years experience is required, of which four years must be specialized software experience.

Functional Responsibility: Investigates, interprets and evaluates system software requirements. Analyzes and compares existing software systems and subsystems, and makes recommendations to increase their scope and performance to meet specific client requirements. Formulates and develops software systems and subsystems architecture, requirements and design documents. Develops software algorithms and designs, codes and documents systems to ensure compliance with software engineering standards. Conducts design and code reviews on software systems and subsystems. Provide technical direction and guidance for software developers and engineers involved in modifications or development of software components. Task lead or supervisor of lower level software engineers.

Minimum Education: Advanced degree (or equivalent experience) in computer science, information systems, engineering, business, or other related scientific or technical discipline.

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

Title: **Database Analyst**

Minimum/General Experience: **Three to five years experience in the application of analytical techniques in a business or technical environment. Experienced at collecting information from interviews, literature searches, and other sources. Two years experience with database management systems.**

Functional Responsibility: **Undertakes significant analyses within technical area of expertise. Controls the global view of databases, controls access to the databases, assures the safekeeping of the databases, and monitors the use of databases. Applies analytical and evaluative techniques to processes and problems. Determines requirements/defines problems, makes recommendations for optimum approaches. Develops white papers, needs assessments, feasibility studies, and cost benefit analyses.**

Minimum Education: **Bachelor's degree (or equivalent experience) in computer science, information systems, engineering, business, or other related discipline.**

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

Title: **Senior Database Engineer**

Minimum/General Experience: **Six to ten years experience in the application of analytical techniques in a business or technical environment. Four years experience with database management systems.**

Functional Responsibility: **Maintains data files and control procedures for mid to complex system of networked microcomputers or for a single group of microcomputers linked to a host workstation, minicomputer or mainframe. Respond to frequent management requests for information. Require extensive knowledge of database languages that support major business applications. Analyzes complex organizational and computer database system(s); designs and implements computer database systems in both stand-alone and network configurations; is very knowledgeable in both commercially-available off-the-shelf (COTS) and custom database software platforms; and develops technical documentation detailing the installation procedures. Performs analyses of organizational and computer database system(s). Designs and implements computer database systems in both stand-alone and network configurations using COTS platforms. Task lead or supervisor of junior or entry level database engineers and analysts.**

Minimum Education: **Advanced degree (or equivalent experience) in computer science, information systems, engineering, business, or other related discipline.**

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

Title: **Data Warehouse Tools Specialist**

Minimum/General Experience: **Three to five years experience with RDBMS (Oracle, Sybase, SQL, and Access), database development, and data warehousing. Must also have experience in JAVA, DBA, ODBC, OLE, DDE, CGI, client/server implementation and Microsoft Windows. At least one year experience in using**

business intelligence and corporate performance management/data warehouse tools such as those developed by Cognos.

Functional Responsibility: **Performs extensive programming utilizing Cognos business intelligence & corporate performance management software tools, Object-Oriented Design, programming using C++ and Java with additional requirements in full life-cycle development.**

Minimum Education: **Advanced degree (or equivalent experience) in computer science, information systems, engineering, business, or other related discipline.**

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

Title: **Senior Data Warehouse Tools Specialist**

Minimum/General Experience: **Six to ten years experience with RDBMS (Oracle, Sybase, SQL, and Access), database development, and data warehousing. Must also have experience in JAVA, DBA, ODBC, OLE, DDE, CGI, client/server implementation and Microsoft Windows. At least two years experience in using business intelligence and corporate performance management/data warehouse tools such as those developed by Cognos.**

Functional Responsibility: **Performs extensive programming utilizing Cognos business intelligence & corporate performance management software tools, Object-Oriented Design, programming using C++ and Java with additional requirements in full life-cycle development.**

Minimum Education: **Advanced degree (or equivalent experience) in computer science, information systems, engineering, business, or other related discipline.**

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

Title: **Administrative Assistant**

Minimum/General Experience: **Minimum one to three years administrative support experience.**

Functional Responsibility: **Strong computer skills (database, word processing, and data entry), experience with e-mail, meeting scheduling, checklists, e-calendars, filing and time keeping.**

Minimum Education: **High school diploma (or equivalent).**

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

Title: **Information Referral Specialist**

Minimum/General Experience: **Minimum of three to five years of customer support experience. Minimum of one year of supervisory experience.**

Functional Responsibility: **Strong computer skills (database, word processing, and data entry), experience with e-mail, meeting scheduling, checklists, e-calendars, filing and time keeping. Desktop and web publishing experience. Fluency in Spanish.**

Minimum Education: **Bachelor's degree (or equivalent experience).**

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

Title: **Information Referral Assistant**

Minimum/General Experience: **Minimum of two years of customer support experience.**

Functional Responsibility: **Strong computer skills (database, word processing, and data entry), experience with e-mail, meeting scheduling, checklists, e-calendars, filing and time keeping. Desktop and web publishing experience. Fluency in Spanish.**

Minimum Education: **Bachelor's degree (or equivalent experience).**

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

Services Pricelist

	5/31/06 -	5/31/07 -	5/31/08 -	5/31/09 -	5/31/10 -
	5/30/07	5/30/08	5/30/09	5/30/10	5/30/11
Sr. Project Manager	\$105.30	\$109.38	\$113.63	\$118.04	\$122.61
Technical Specialist	\$94.57	\$ 98.24	\$102.05	\$106.01	\$110.12
System Analyst I	\$35.60	\$ 36.98	\$ 38.42	\$ 39.91	\$ 41.45
System Analyst III	\$51.18	\$ 53.17	\$ 55.23	\$ 57.37	\$ 59.60
System Analyst V	\$62.01	\$ 64.42	\$ 66.91	\$ 69.51	\$ 72.21
Sr. Sys Analyst/Programmer	\$96.90	\$100.66	\$104.56	\$108.62	\$112.83
Sr. Software Engineer	\$106.72	\$110.86	\$115.16	\$119.63	\$124.27
Database Analyst	\$77.76	\$ 80.78	\$ 83.91	\$ 87.16	\$ 90.55
Sr. Database Engineer	\$106.88	\$111.03	\$115.33	\$119.81	\$124.45
Data Warehouse Tools Specialist	\$81.61	\$ 84.78	\$ 88.06	\$ 91.48	\$ 95.03
Sr. Data Warehouse Tools Specialist	\$123.75	\$ 128.55	\$133.54	\$138.72	\$144.10
Information & Referral Project Manager	\$55.96	\$ 58.13	\$ 60.39	\$ 62.73	\$ 65.16
Administrative Assistant	\$28.10	\$ 29.19	\$ 30.32	\$ 31.50	\$ 32.72
Information Referral Assistant	\$30.21	\$ 31.38	\$ 32.60	\$ 33.86	\$ 35.18
Information Referral Specialist	\$39.97	\$ 41.52	\$ 43.13	\$ 44.80	\$ 46.54

**USA COMMITMENT TO PROMOTE
SMALL BUSINESS PARTICIPATION
PROCUREMENT PROGRAMS**

PREAMBLE

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

COMMITMENT

To actively seek and partner with small businesses.

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

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

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

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

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

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

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

Lloyd Bramble, President

Phone: (240) 638-7001

E-mail: lbramble@micahsystech.com

Fax: (240) 638-7011

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 a ordering activity requirements.

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

Orders under a Team Arrangement are subject to terms and conditions 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 on how it works:

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