

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



1332 Woodman Drive
Dayton, OH 45432
937-253-8898

www.ucrnet.com

Special Item Numbers covered by contract:

132-8 Purchase of Equipment
132-12 Maintenance, Repair Service and Repair Parts/Spare Parts
132-51 Information Technology Professional Services

Contract No.: GS-35F-0638N

Period Covered by Contract: May 27, 2003 thru May 25, 2008

**General Services Administration
Federal Supply Service**

Pricelist current through Modification #__, dated _____.

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:

UCR scope of contract supports the 48 contiguous states and the District of Columbia. Also supported are Alaska, Hawaii, Commonwealth of Puerto Rico, the U.S. Territories and Commonwealths and overseas U.S. Government installations, including international organizations of which the U.S. is a member (i.e. NATO, U.N. etc.).

2. Contractor's Ordering Address and Payment Information:**ORDERING ADDRESS:**

UCR, LLC
1332 Woodman Drive
Dayton, OH 45432

Phone: 937-253-8898
Fax: 937-252-7422
Email: sales@ucrnet.com
Web: www.ucrnet.com

PAYMENT ADDRESS:

UCR, LLC
1332 Woodman Drive
Dayton, OH 45432

Phone: 937-253-8898
Fax: 937-252-7422
Email: sales@ucrnet.com
Web: www.ucrnet.com

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:

937-253-8898

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: 17-367-9416

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

- A. Small Disadvantaged Business
- B. Other Small Business
- C. Large Business
- G. Other Nonprofit Organization
- L. Foreign Contractor

Block 31: Woman-Owned Small Business - Yes

Block 36: Contractor's Taxpayer Identification Number (TIN): 76-0707990

4a. CAGE Code: 3CLC0

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

5. FOB Destination for contiguous 48 U.S. States

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)
___ 132-8 ___	___ 30 ___ Days
___ 132-12 ___	___ 30 ___ Days

UCR offers expedited delivery (Next Day and 2nd Day) when available. Availability and price can be provided at time of ordering.

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: .05% - 20 days from receipt of invoice or date of acceptance, whichever is later.
 - b. Quantity: Spot pricing may be provided if requested
 - c. Dollar Volume: None
 - d. Government Educational Institutions: Offered the same discount as other Government Customers
 - e. Other: Prompt payment discounts apply to all SINS offered by UCR

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:

10. Small Requirements: The minimum dollar value of orders to be issued is \$100.

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

- a. The Maximum Order value for the following Special Item Numbers (SINs) is \$500,000:

Special Item Number 132-3 - Leasing of Product
Special Item Number 132-4 – Daily / Short Term Rental
Special Item Number 132-8 - Purchase of Equipment
Special Item Number 132-32 - Term Software Licenses
Special Item Number 132-33 - Perpetual Software Licenses
Special Item Number 132-51 - Information Technology (IT) Professional Services
Special Item Number 132-52 - Electronic Commerce (EC) Services
Special Item Number 132-53 – Wireless Services

- b. The Maximum Order value for the following Special Item Numbers (SINs) is \$25,000:

Special Item Number 132-50 - Training Courses

- c. The Maximum Order value for the following Special Item Numbers (SINs) is \$10,000
Special Item Number 132-12 – Repair Parts/Spare Parts ONLY

Note: Maximum Orders do not apply to Special Item Numbers 132-12 Maintenance and Repair Service (except for Repair Parts/Spare Parts) or 132-34 Maintenance of Software.

12. USE OF FEDERAL SUPPLY SERVICE INFORMATION TECHNOLOGY SCHEDULE CONTRACTS. In accordance with FAR 8.404:

[NOTE: Special ordering procedures have been established for Special Item Numbers (SINs) 132-51 IT Professional Services and 132-52 EC Services; refer to the terms and conditions for those SINs.]

Orders placed pursuant to a Multiple Award Schedule (MAS), using the procedures in FAR 8.404, are considered to be issued pursuant to full and open competition. Therefore, when placing orders under Federal Supply Schedules, ordering activities need not seek further competition, synopsise the requirement, make a separate determination of fair and reasonable pricing, or consider small business set-asides in accordance with subpart 19.5. GSA has already determined the prices of items under schedule contracts to be fair and reasonable. By placing an order against a schedule using the procedures outlined below, the ordering activity has concluded that the order represents the best value and results in the lowest overall cost alternative (considering price, special features, administrative costs, etc.) to meet the ordering activity's needs.

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

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

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

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

Review additional Schedule Contractors'

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

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

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

d. Blanket purchase agreements (BPAs). The establishment of Federal Supply Schedule BPAs is permitted when following the ordering procedures in FAR 8.404. All schedule contracts contain BPA provisions. Ordering activities may use BPAs to establish accounts with Contractors to fill recurring requirements. BPAs should address the frequency of ordering and invoicing, discounts, and delivery locations and times.

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

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

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

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

13.1 FEDERAL INFORMATION PROCESSING STANDARDS PUBLICATIONS (FIPS PUBS): Information Technology products under this Schedule that do not conform to Federal Information Processing Standards (FIPS) should not be acquired unless a waiver has been granted in accordance with the applicable "FIPS Publication." Federal Information Processing Standards Publications (FIPS PUBS) are issued by the U.S. Department of

Commerce, National Institute of Standards and Technology (NIST), pursuant to National Security Act. Information concerning their availability and applicability should be obtained from the National Technical Information Service (NTIS), 5285 Port Royal Road, Springfield, Virginia 22161. FIPS PUBS include voluntary standards when these are adopted for Federal use. Individual orders for FIPS PUBS should be referred to the NTIS Sales Office, and orders for subscription service should be referred to the NTIS Subscription Officer, both at the above address, or telephone number (703) 487-4650.

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

14. SECURITY REQUIREMENTS. In the event security requirements are necessary, the ordering activities may incorporate, in their delivery orders, a security clause in accordance with current laws, regulations, and individual ordering activity policy; however, the burden of administering the security requirements shall be with the ordering activity. If any costs are incurred as a result of the inclusion of security requirements, such costs will not exceed ten percent (10%) or \$100,000, of the total dollar value of the order, whichever is less.

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.

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:

For areas outside CONUS, UCR will only provide repairs and services under UCR's standard 30 day depot repair program for warranty repairs or at existing UCR labor rates. Time start on the day of the item's arrival at UCR. Shipping cost from and to the overseas location (outside CONUS) are the responsibility of the government customer. The recommended method of shipping is express air (i.e. FedEx) unless otherwise arranged by UCR. Overseas installations must pre-negotiate with UCR.

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)

Federal Acquisition Regulation (FAR) 13.303-1(a) defines Blanket Purchase Agreements (BPAs) as "...a simplified method of filling anticipated repetitive needs for supplies or services by establishing 'charge accounts' with qualified sources of supply." The use of Blanket Purchase Agreements under the Federal Supply Schedule Program is authorized in accordance with FAR 13.303-2(c)(3), which reads, in part, as follows:

"BPAs may be established with Federal Supply Schedule Contractors, if not inconsistent with the terms of the applicable schedule contract."

Federal Supply Schedule contracts contain BPA provisions to enable schedule users to maximize their administrative and purchasing savings. This feature permits schedule users to set up "accounts" with Schedule Contractors to fill recurring requirements. These accounts establish a period for the BPA and generally address issues such as the frequency of ordering and invoicing, authorized callers, discounts, delivery locations and times. Agencies may qualify for the best quantity/volume discounts available under

the contract, based on the potential volume of business that may be generated through such an agreement, regardless of the size of the individual orders. In addition, agencies may be able to secure a discount higher than that available in the contract based on the aggregate volume of business possible under a BPA. Finally, Contractors may be open to a progressive type of discounting where the discount would increase once the sales accumulated under the BPA reach certain prescribed levels. Use of a BPA may be particularly useful with the new Maximum Order feature. See the Suggested Format, contained in this Schedule Pricelist, for customers to consider when using this purchasing tool.

21. CONTRACTOR TEAM ARRANGEMENTS

Contractors participating in contractor team arrangements must abide by all terms and conditions of their respective contracts. This includes compliance with Clauses 552.238-74, Contractor's Reports of Sales and 552.238-76, Industrial Funding Fee, 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:

www.ucrnet.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.

**TERMS AND CONDITIONS APPLICABLE TO PURCHASE OF
GENERAL PURPOSE COMMERCIAL INFORMATION TECHNOLOGY EQUIPMENT
(SPECIAL ITEM NUMBER 132-8)**

1. MATERIAL AND WORKMANSHIP

All equipment furnished hereunder must satisfactorily perform the function for which it is intended.

2. ORDER

Written orders, EDI orders (GSA Advantage! and FACNET), credit card orders, and orders placed under blanket purchase agreements (BPA) agreements shall be the basis for purchase in accordance with the provisions of this contract. If time of delivery extends beyond the expiration date of the contract, the Contractor will be obligated to meet the delivery and installation date specified in the original order.

For credit card orders and BPAs, telephone orders are permissible.

3. TRANSPORTATION OF EQUIPMENT

FOB DESTINATION. Prices cover equipment delivery to destination, for any location within the geographic scope of this contract.

4. INSTALLATION AND TECHNICAL SERVICES

a. INSTALLATION. When the equipment provided under this contract is not normally self-installable, the Contractor's technical personnel shall be available to the ordering activity, at the ordering activity's location, to install the equipment and to train ordering activity personnel in the use and maintenance of the equipment. The charges, if any, for such services are listed below, or in the price schedule:

Installation services are provided within 30 miles of UCR. Services and installations beyond 30 miles of UCR incur travel costs of .31 cents per mile. For travel by car, rates may be negotiated if beyond 60 miles.

b. 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 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.

c. OPERATING AND MAINTENANCE MANUALS. The Contractor shall furnish the ordering activity with one (1) copy of all operating and maintenance manuals which are normally provided with the equipment being purchased.

5. INSPECTION/ACCEPTANCE

The Contractor shall only tender for acceptance those items that conform to the requirements of this contract. The ordering activity reserves the right to inspect or test any equipment that has been tendered for acceptance. The ordering activity may require repair or replacement of nonconforming equipment at no increase in contract price. The ordering activity must exercise its postacceptance rights (1) within a reasonable time after the defect was discovered or should have been discovered; and (2) before any substantial change occurs in the condition of the item, unless the change is due to the defect in the item.

6. WARRANTY

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

UCR Warrants new products to be free from defects for 1 year from the date of purchase. Defective products will be replaced with new or refurbished products at the discretion of UCR.

b. The Contractor warrants and implies that the items delivered hereunder are merchantable and fit for use for the particular purpose described in this contract.

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

d. If inspection and repair of defective equipment under this warranty will be performed at the Contractor's plant, the address is as follows: 1332 Woodman Drive, Dayton, OH 45432

7. PURCHASE PRICE FOR ORDERED EQUIPMENT

The purchase price that the ordering activity will be charged will be the ordering activity purchase price in effect at the time of order placement, or the ordering activity purchase price in effect on the installation date (or delivery date when installation is not applicable), whichever is less.

8. RESPONSIBILITIES OF THE CONTRACTOR

The Contractor shall comply with all laws, ordinances, and regulations (Federal, State, City or otherwise) covering work of this character, and shall include all costs, if any, of such compliance in the prices quoted in this offer.

9. TRADE-IN OF INFORMATION TECHNOLOGY EQUIPMENT

When an ordering activity determines that Information Technology equipment will be replaced, the ordering activity shall follow the contracting policies and procedures in the Federal Acquisition Regulation (FAR), the policies and procedures regarding disposition of information technology excess personal

property in the Federal Property Management Regulations (FPMR) (41 CFR 101-43.6), and the policies and procedures on exchange/sale contained in the FPMR (41 CFR part 101-46).

**TERMS AND CONDITIONS APPLICABLE TO MAINTENANCE, REPAIR
SERVICE AND REPAIR PARTS/SPARE PARTS FOR GOVERNMENT-OWNED
GENERAL PURPOSE COMMERCIAL INFORMATION TECHNOLOGY
EQUIPMENT (AFTER EXPIRATION OF GUARANTEE/WARRANTY
PROVISIONS AND/OR WHEN REQUIRED SERVICE IS NOT COVERED
BY GUARANTEE/WARRANTY PROVISIONS) AND FOR LEASED EQUIPMENT
(SPECIAL ITEM NUMBER 132-12)**

1. SERVICE AREAS

a. The maintenance and repair service rates listed herein are applicable to any ordering activity location within a 60 mile radius of the Contractor's service points. If any additional charge is to apply because of the greater distance from the Contractor's service locations, the mileage rate or other distance factor shall be stated in paragraphs 7.d and 8.d of this Special Item Number 132-12.

b. When repair services cannot be performed at the ordering activity installation site, the repair services will be performed at the Contractor's plant(s) listed below:

UCR, LLC

1332 Woodman Drive

Dayton, OH 45432

2. MAINTENANCE ORDER

a. Agencies may use written orders, EDI orders, credit card orders, or BPAs, for ordering maintenance under this contract. The Contractor shall confirm orders within fifteen (15) calendar days from the date of receipt, except that confirmation of orders shall be considered automatic for renewals for maintenance (Special Item Number 132-12). Automatic acceptance of order renewals for maintenance service shall apply for machines which may have been discontinued from use for temporary periods of time not longer than 120 calendar days. If the order is not confirmed by the Contractor as prescribed by this paragraph, the order shall be considered to be confirmed by the Contractor.

b. The Contractor shall honor orders for maintenance for the duration of the contract period or a lesser period of time, for the equipment shown in the pricelist. Maintenance service shall commence on a mutually agreed upon date, which will be written into the maintenance order. Maintenance orders shall not be made effective before the expiration of any applicable maintenance and parts guarantee/warranty period associated with the purchase of equipment. Orders for maintenance service shall not extend beyond the end of the contract period.

c. Maintenance may be discontinued by the ordering activity on thirty (30) calendar days written notice, or shorter notice when agreed to by the Contractor; such notice to become effective thirty (30) calendar days from the date on the notification. However, the ordering activity may extend the original discontinuance date upon written notice to the Contractor, provided that such notice is furnished at least ten (10) calendar days prior to the original discontinuance date.

d. Annual Funding. When annually appropriated funds are cited on a maintenance order, the period of maintenance shall automatically expire on September 30th of the contract period, or at the end of the contract period, whichever occurs first. Renewal of a maintenance order citing the new appropriation shall be required, if maintenance is to continue during any remainder of the contract period.

e. Cross-year Funding Within Contract Period. Where an ordering activity's specific appropriation authority provides for funds in excess of a 12 month, fiscal year period, the ordering activity may place an order under this schedule contract for a period up to the expiration of the contract period, notwithstanding the intervening fiscal years.

f. Ordering activities should notify the Contractor in writing thirty (30) calendar days prior to the expiration of maintenance service, if maintenance is to be terminated at that time. Orders for continued maintenance will be required if maintenance is to be continued during the subsequent period.

3. REPAIR SERVICE AND REPAIR PARTS/SPARE PARTS ORDERS

a. Agencies may use written orders, EDI orders, credit card orders, blanket purchase agreements (BPAs), or small order procedures for ordering repair service and/or repair parts/spare parts under this contract. Orders for repair service shall not extend beyond the end of the contract period.

b. When repair service is ordered, only one chargeable repairman shall be dispatched to perform repair service, unless the ordering activity agrees, in advance, that additional repair personnel are required to effect repairs.

4. LOSS OR DAMAGE

When the Contractor removes equipment to his establishment for repairs, the Contractor shall be responsible for any damage or loss, from the time the equipment is removed from the ordering activity installation, until the equipment is returned to such installation.

5. SCOPE

a. The Contractor shall provide maintenance for all equipment listed herein, as requested by the ordering activity during the contract term. Repair service and repair parts/spare parts shall apply exclusively to the equipment types/models within the scope of this Information Technology Schedule.

b. Equipment placed under maintenance service shall be in good operating condition.

(1) In order to determine that the equipment is in good operating condition, the equipment shall be subject to inspection by the Contractor, without charge to the ordering activity.

(2) Costs of any repairs performed for the purpose of placing the equipment in good operating condition shall be borne by the Contractor, if the equipment was under the Contractor's guarantee/warranty or maintenance responsibility prior to the effective date of the maintenance order.

(3) If the equipment was not under the Contractor's responsibility, the costs necessary to place the equipment in proper operating condition are to be borne by the ordering activity, in accordance with the provisions of Special Item Number 132-12 (or outside the scope of this contract).

6. RESPONSIBILITIES OF THE ORDERING ACTIVITY

a. Ordering activity personnel shall not perform maintenance or attempt repairs to equipment while such equipment is under the purview of a maintenance order, unless agreed to by the Contractor.

b. Subject to security regulations, the ordering activity shall permit access to the equipment which is to be maintained or repaired.

7. RESPONSIBILITIES OF THE CONTRACTOR

For equipment not covered by a maintenance contract or warranty, the Contractor's repair service personnel shall complete repairs as soon as possible after notification by the ordering activity that service is required. Within the service areas, this repair service should normally be done within 4 hours after notification.

8. MAINTENANCE RATE PROVISIONS

a. The Contractor shall bear all costs of maintenance, including labor, parts, and such other expenses as are necessary to keep the equipment in good operating condition, provided that the required repairs are not occasioned by fault or negligence of the ordering activity.

b. REGULAR HOURS

The basic monthly rate for each make and model of equipment shall entitle the ordering activity to maintenance service during a mutually agreed upon nine (9) hour principal period of maintenance, Monday through Friday, exclusive of holidays observed at the ordering activity location.

c. AFTER HOURS

Should the ordering activity require that maintenance be performed outside of Regular Hours, charges for such maintenance, if any, will be specified in the pricelist. Periods of less than one hour will be prorated to the nearest quarter hour.

d. TRAVEL AND TRANSPORTATION

If any charge is to apply, over and above the regular maintenance rates, because of the distance between the ordering activity location and the Contractor's service area, the charge will be:

By car, equals .31 per mile if within 60 miles. Beyond 60 miles, rate shall be agreed to with UCR before travel (air, per diem etc.)

e. QUANTITY DISCOUNTS

Quantity discounts from listed maintenance service rates for multiple equipment owned and/or leased by a ordering activity are indicated below:

Quantity Range	Discounts
20 Units	5%
21+ Units	Call for discounted rate

9. REPAIR SERVICE RATE PROVISIONS

a. **CHARGES.** Charges for repair service will include the labor charge, computed at the rates set forth below, for the time during which repairmen are actually engaged in work, and, when applicable, the charge for travel or transportation.

b. **MULTIPLE MACHINES.** When repairs are ordered by a ordering activity on two or more machines located in one or more buildings within walking distance of each other, the charges will be computed from the time the repairman commences work on the first machine, until the work is completed on the last machine. The time required to go from one machine to another, or from one building to another, will be considered actual work performance, and chargeable to the ordering activity, provided the time consumed in going between machines (or buildings) is reasonable.

c. TRAVEL OR TRANSPORTATION

(1) AT THE CONTRACTOR'S SHOP

(a) When equipment is returned to the Contractor's shop for adjustments or repairs which are not covered by the guarantee/warranty provision, the cost of transportation, packing, etc., from the ordering activity location to the Contractor's plant, and return to the ordering activity location, shall be borne by the ordering activity.

(b) The ordering activity should not return defective equipment to the Contractor for adjustments and repairs or replacement without his prior consultation and instruction.

(2) AT THE ORDERING ACTIVITY LOCATION (Within Established Service Areas)

When equipment is repaired at the ordering activity location, and repair service rates are established for service areas or zones, the listed rates are applicable to any ordering activity location within such service areas or zones. No extra charge, time, or expense will be allowed for travel or transportation of repairmen or machines to or from the ordering activity office; such overhead is included in the repair service rates listed.

(3) AT THE ORDERING ACTIVITY LOCATION (Outside Established Service Areas)

(a) The repair service rates listed for subparagraph (2) above apply, except that a travel charge of .31 per mile for repairmen will apply to the round-trip distance between the geographic limits of the applicable service area and the ordering activity location. Such charge will apply as an additional charge, but it will be limited to one round trip for each request that is made by the ordering activity for repair service, regardless of whether repairs are performed at the ordering activity location or at the Contractor's shop.

(b) When the overall travel charge computed at the above mileage rate is unreasonable (considering the time required for travel, actual and necessary transportation costs, and the allowable ordering activity per diem rate for each night the repairman is required to remain overnight at the ordering activity location), the ordering activity shall have the option of reimbursing the Contractor for actual costs, provided that the actual costs are reasonable and allowable. The Contractor shall furnish the ordering activity with a report of travel performed and related expenses incurred. The report shall include departure and arrival dates, times, and the applicable mode of travel.

d. LABOR RATES

(1) REGULAR HOURS

The Regular Hours repair service rates listed herein shall entitle the ordering activity to repair service during the period 8:00 a.m. to 5:00 p.m., Monday through Friday, exclusive of holidays observed at the ordering activity location. There shall be no additional charge for repair service which was requested during Regular Hours, but performed outside the Regular Hours defined above, at the convenience of the Contractor.

(2) AFTER HOURS

When the ordering activity requires that repair service be performed outside the Regular Hours defined above, except Sundays and Holidays observed at the ordering activity location, the After Hours repair service rates listed herein shall apply. The Regular Hours rates defined above shall apply when repair service is requested during Regular Hours, but performed After Hours at the convenience of the Contractor.

(3) SUNDAYS AND HOLIDAYS

When the ordering activity requires that repair service be performed on Sundays and Holidays observed at the ordering activity location, the Sundays and Holidays repair service rates listed herein shall apply. When repair service is requested to be performed during Regular Hours and/or After Hours, but is performed at the convenience of the Contractor on Sundays or Holidays

observed at the ordering activity location, the Regular Hours and/or After Hours repair service rates, as applicable, shall apply.

REPAIR SERVICE RATES

LOCATION	MINIMUM CHARGE*	REGULAR HOURS PER HOUR**	AFTER HOURS PER HOUR**	SUNDAYS HOLIDAYS PER HOUR
CONTRACTOR'S SHOP				
STANDARD EQUIPMENT	\$35	\$35	\$100	\$130
LAPTOP EQUIPMENT	\$50	\$50	\$115	\$145
SPECIALTY EQUIPMENT	\$70	\$70	\$135	\$165
GOVERNMENT LOCATION (WITHIN ESTABLISHED SERVICE AREAS)				
STANDARD EQUIPMENT	\$45	\$45	\$130	\$160
LAPTOP EQUIPMENT	\$60	\$60	\$145	\$175
SPECIALTY EQUIPMENT	\$85	\$85	\$160	\$190
GOVERNMENT LOCATION (OUTSIDE ESTABLISHED SERVICE AREAS)				
	CALL	CALL	CALL	CALL

*MINIMUM CHARGES INCLUDE ONE (1) FULL HOURS ON THE JOB.

**FRACTIONAL HOURS, AT THE END OF THE JOB, WILL BE PRORATED TO THE NEAREST QUARTER HOUR.

STANDARD EQUIPMENT: PC's, low-end dot matrix printers and laser printers (under \$1,500 retail), peripherals

LAPTOP EQUIPMENT: Laptops, docking stations and LCD repairs.

SPECIALTY EQUIPMENT: Servers, plotters, DesignJets, high-end dot matrix and laser printers (over \$1,500 retail), line printers and band printers.

10. REPAIR PARTS/SPARE PARTS RATE PROVISIONS

All parts, furnished as spares or as repair parts in connection with the repair of equipment, unless otherwise indicated in this pricelist, shall be new, standard parts manufactured by the equipment manufacturer. All parts shall be furnished at prices indicated in the Contractor's commercial pricelist dated _____, at a discount of _____% from such listed prices.

11. GUARANTEE/WARRANTY—REPAIR SERVICE AND REPAIR PARTS/SPARE PARTS

a. REPAIR SERVICE

All repair work will be guaranteed/warranted for a period of 30 days.

b. REPAIR PARTS/SPARE PARTS

All parts, furnished either as spares or repairs parts will be guaranteed/warranted for a period 30 days.

12. INVOICES AND PAYMENTS

a. Maintenance Service

(1) Invoices for maintenance service shall be submitted by the Contractor on a quarterly or monthly basis, after the completion of such period. Maintenance charges must be paid in arrears (31 U.S.C. 3324). PROMPT PAYMENT DISCOUNT, IF APPLICABLE, SHALL BE SHOWN ON THE INVOICE.

(2) Payment for maintenance service of less than one month's duration shall be prorated at 1/30th of the monthly rate for each calendar day.

b. Repair Service and Repair Parts/Spare Parts

Invoices for repair service and parts shall be submitted by the Contractor as soon as possible after completion of work. Payment under blanket purchase agreements will be made quarterly or monthly, except where cash payment procedures are used. Invoices shall be submitted separately to each ordering activity office ordering services under the contract. The cost of repair parts shall be shown as a separate item on the invoice, and shall be priced in accordance with paragraph #10, above. PROMPT PAYMENT DISCOUNT, IF APPLICABLE, SHALL BE SHOWN ON THE INVOICE.

<p style="text-align: center;">TERMS AND CONDITIONS APPLICABLE TO INFORMATION TECHNOLOGY (IT) PROFESSIONAL SERVICES (SPECIAL ITEM NUMBER 132-51)</p>

1. SCOPE

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

2. PERFORMANCE INCENTIVES

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

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

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

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

(a) When ordering services, ordering activities shall—

(1) Prepare a Request (Request for Quote or other communication tool):

(i) A statement of work (a performance-based statement of work is preferred) that outlines, at a minimum, the work to be performed, location of work, period of performance, deliverable schedule, applicable standards, acceptance criteria, and any special requirements (i.e., security clearances, travel, special knowledge, etc.) should be prepared.

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

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

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

(2) Transmit the Request to Contractors:

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

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

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

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

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

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

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

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

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

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

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

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

The ordering activity, at a minimum, should document orders by identifying the contractor from which the services were purchased, the services purchased, and the amount paid. If other than a firm-fixed price order is placed, such documentation should include the basis for the determination to use a labor-hour or time-and-materials order. For ordering activity requirements in excess of the micro-purchase threshold, the order file should document the evaluation of Schedule contractors' quotes that formed the basis for the selection of the contractor that received the order and the rationale for any trade-offs made in making the selection.

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

4. ORDER

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

5. PERFORMANCE OF SERVICES

- a. The Contractor shall commence performance of services on the date agreed to by the Contractor and the ordering activity.
- b. The Contractor agrees to render services only during normal working hours, unless otherwise agreed to by the Contractor and the ordering activity.
- c. The ordering activity should include the criteria for satisfactory completion for each task in the Statement of Work or Delivery Order. Services shall be completed in a good and workmanlike manner.
- d. Any Contractor travel required in the performance of IT/EC 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.

6. INSPECTION OF SERVICES

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

7. RESPONSIBILITIES OF THE CONTRACTOR

The Contractor shall comply with all laws, ordinances, and regulations (Federal, State, City, or otherwise) covering work of this character. If the end product of a task order is software, then FAR 52.227-14 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/EC 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/EC 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 (Alternate I (APR 1984)) at FAR 52.232-7 applies to time-and-materials orders placed under this contract. For labor-hour orders, the Payment under Time-and-Materials and Labor-Hour Contracts (FEB 2002) (Alternate II (FEB 2002)) at FAR 52.232-7 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 SERVICES AND PRICING

a. The Contractor shall provide a description of each type of IT/EC Service offered under Special Item Numbers 132-51 and 132-52. IT/EC Services should be presented in the same manner as the Contractor sells to its commercial and other ordering activity customers. If the Contractor is proposing hourly rates, a description of all corresponding commercial job titles (labor categories) for those individuals who will perform the service should be provided.

b. Pricing for all IT/EC Services shall be in accordance with the Contractor's customary commercial practices; e.g., hourly rates, monthly rates, term rates, and/or fixed prices.

The following is an example of the manner in which the description of a commercial job title should be presented:

EXAMPLE:

Commercial Job Title: System Engineer

Minimum/General Experience: Three (3) years of technical experience which applies to systems analysis and design techniques for complex computer systems. Requires competence in all phases of systems analysis techniques, concepts and methods; also requires knowledge of available hardware, system software, input/output devices, structure and management practices.

Functional Responsibility: Guides users in formulating requirements, advises alternative approaches, conducts feasibility studies.

Minimum Education: Bachelor's Degree in Computer Science

**FEDERAL SUPPLY SERVICE
AUTHORIZED INFORMATION TECHNOLOGY PROFESSIONAL SERVICES
SCHEDULE PRICELIST**

The following matrix reflects the UCR Labor Category Hourly Rates for (SIN) 132-51 Information Technology Professional Services (CODE S) labor categories.

UCR Labor Category Hourly Rates		
Labor Categories	Hourly Rate Govt. Site*	Hourly Rate UCR Site
Program Manager	65.00	64.89
Project Manager	49.64	55.48
Senior Information Engineer	50.00	52.91
Information Engineer	41.03	45.86
Senior Functional Analyst	39.04	43.63
Functional Analyst	36.12	40.37
Programmer II	50.00	45.86
Programmer I	32.64	36.48
Computer/Systems Analysts in	47.34	52.91
Computer/Systems Analysts II	41.03	45.86
Computer/Systems Analysts I	32.64	36.48
Network or Systems Engineer III	47.34	52.91
Network or Systems Engineer II	41.03	45.86
Network or Systems Engineer I	32.64	36.48
Help Desk Coordinator	25.00	18.37
Configuration Management Specialist II	32.51	36.33
Configuration Management Specialist I	21.81	24.38
Computer Maintenance Specialist II	32.51	36.33
Computer Maintenance Specialist I	21.81	24.38
Government Furnished Equip Specialist II	32.51	36.33
Government Furnished Equip Specialist I	21.81	24.38
Test and Evaluation Specialist I	30.00	24.50
Training Specialist	36.54	40.84
Administrative Assistant	32.51	36.33
Administrative Support	20.00	21.59
Administrative Specialist	18.00	18.03
Technical Editor/Writer	43.95	49.12
Graphic Specialist	33.10	36.99

*Note: Government site rates are for the Dayton, Ohio region. An area adjustment factor will be negotiated with the clients for areas outside the Dayton , Ohio region.

LABOR CATEGORY DESCRIPTIONS**Commercial Job Title: Program Manager**

Minimum/General Experience: Requires 9 years experience on information technology programs with 6 years managing such projects. Must have demonstrated effective communication and leadership skills.

Functional Responsibilities: Ensures all contract matters are completed in a timely manner. Responsible for managing the total project to include project planning, staffing, cost and schedule development and control. Coordinates technical and business issues and provides direct interface with the government client on project requirements, policies and procedures. Reviews and approves all expenditures chargeable to the contract. Ensures required training of program personnel is accomplished. Provides quality control of program deliverables and works with the client to foster process improvements.

Minimum Education: BS in Computer Science, Management Information Systems, Engineering, Business or other related field.

Commercial Job Title: Project Manager

Minimum/General Experience: Requires 6 years experience on information technology programs with 4 years supervising such projects. Must have demonstrated effective communication and leadership skills.

Functional Responsibilities: Coordinates technical issues and manages project technical achievement. Ensures adherence to plans and schedules to achieve quality production of deliverables. Provides direct supervision of assigned staff and is responsible for quality control. Works with the client to identify and implement process improvements.

Minimum Education: BS in Computer Science, Management Information Systems, Engineering, Business or other related field. A relevant Associates Degree plus 8 years experience may substitute for the BS degree.

Commercial Job Title: Senior Information Engineer

Minimum/General Experience: Requires 10 years experience on information technology programs with 4 years supervising such projects. Must have demonstrated strong technical expertise and effective communication and leadership skills.

Functional Responsibilities: Responsible for leading technical development on projects and manages project technical achievement. Provides technical support to the client and ensures adherence to plans and schedules to achieve quality production of deliverables. Provides direct supervision of assigned staff and is responsible for quality control. Works with the client to identify and implement process improvements.

Minimum Education: BS in Computer Science, Management Information Systems, Engineering, Business or other related field.

Commercial Job Title: Information Engineer

Minimum/General Experience: Requires 3 years experience on information technology programs with 1 year on directly related projects. Must have demonstrated strong technical expertise and effective communication skills.

Functional Responsibilities: Responsible for technical development on projects and project technical achievement. Provides technical support to the client and technical leads and ensures adherence to plans and schedules to achieve quality production of deliverables. Works with the technical leads to identify and implement process improvements.

Minimum Education: BS in Computer Science, Management Information Systems, Engineering, Business or other related field. A relevant 6 years experience may substitute for the BS degree.

Commercial Job Title: Senior Functional Analyst

Minimum/General Experience: Requires 10 years experience on functional area programs with 4 years supervising such projects. Must have demonstrated strong functional area expertise and effective communication and leadership skills.

Functional Responsibilities: Responsible for leading functional area technical development on projects and manages project functional area achievement. Provides functional area support to the client and ensures adherence to plans and schedules to achieve quality production of deliverables. Provides direct supervision of assigned staff and is responsible for quality control. Works with the client to identify and implement process improvements.

Minimum Education: BS in Computer Science, Management Information Systems, Engineering, Business or other related field desired. Twelve years relevant experience may substitute for the BS degree.

Commercial Job Title: Functional Analyst

Minimum/General Experience: Requires 5 years experience on functional area programs with 2 years on directly relevant projects. Must have demonstrated strong functional area expertise and effective communication and writing skills. Document Imaging and conversion experience desired.

Functional Responsibilities: Responsibility for functional area technical development on projects and functional area achievement. Provides functional area support to the client and ensures adherence to plans and schedules to achieve quality production of deliverables. Works with the functional area and project leads to identify and implement process improvements. Document Imaging and conversion experience.

Minimum Education: BS in Computer Science, Management Information Systems, Engineering, Business or other related field desired. A relevant Associates Degree plus 7 years experience may substitute for the BS degree.

Commercial Job Title: Programmer II

Minimum/General Experience: Requires 6 years experience on programming projects with 3 years supervising such projects. Must have demonstrated strong programming and technical expertise, demonstrated logical capability and effective communication and leadership skills.

Functional Responsibilities: Responsibility for leading technical programming specifications identification and development on projects and manages programming project design achievement. Demonstrated capability in coding, testing and debugging applications software in at least one relevant computer language. Provides programming support and ensures adherence to plans and schedules to achieve quality production of deliverables. Provides direct supervision of assigned staff and is responsible of quality control to meet Software Engineering Institute Capability Maturity Model objectives of the development projects. Works with the client to identify and implement process improvements.

Minimum Education: BS in Computer Science, Management Information Systems, Engineering, Business or other related field. Ten years relevant experience may be substituted for degree..

Commercial Job Title: Programmer I

Minimum/General Experience: Requires 1 years programming experience with 1 year on directly related projects. Must have demonstrated strong programming and effective communication skills.

Functional Responsibilities: Responsible for programming specifications identification and development on projects and programming to design specifications. Demonstrated capability in coding, testing and debugging applications software in at least one relevant computer language. Provides programming support to the client and ensures adherence to plans and schedules to achieve quality production of deliverables. Able to work within the software quality control standards to meet Software Engineering Institute Capability Maturity Model objectives of the development projects. Works with the client to identify and implement process improvements.

Minimum Education: BS in Computer Science, Management Information Systems, Engineering, Business or other related field. A relevant Associates Degree plus 7 years experience may substitute for the BS degree.

Commercial Job Title: Computer/Systems Analyst III

Minimum/General Experience: Requires 6 years experience on computer analysis and information technology projects with 3 years supervising such projects. Must have demonstrated strong technical expertise, demonstrated logical capability and effective communication and leadership skills.

Functional Responsibilities: Responsibility for leading technical specifications requirements identification and development on projects and manages project design achievement. Demonstrated capability in working with applications software in at least one relevant computer language. Provides analyst support to the client and ensures adherence to plans and schedules to achieve quality production of deliverables. Provides direct supervision of assigned staff and is responsible for quality control to meet objectives of the development projects. Works with the client to identify and implement process improvements.

Minimum Education: BS in Computer Science, Management Information Systems, Engineering, Business or other related field. Eight years relevant experience may substitute for the BS degree.

Commercial Job Title: Computer/Systems Analyst II

Minimum/General Experience: Requires 4 years experience on computer analysis and information technology projects with 2 years related experience on such projects. Must have demonstrated strong technical expertise, demonstrated logical capability and effective communication skills. Document Imaging and conversion experience desired.

Functional Responsibilities: Responsible for leading or supporting technical specifications requirements identification and development on projects and achieving project design goals. Demonstrated capability in working with applications software in at least one relevant computer language or with one functional area of expertise. Provides analyst support to the client and ensures adherence to plans and schedules to achieve quality production of deliverables. Works with the client to identify and implement process improvements. Document Imaging and conversion experience.

Minimum Education: BS in Computer Science, Management Information Systems, Engineering, Business or other related field. A relevant Associates Degree plus 6 years experience may substitute for the BS degree.

Commercial Job Title: Computer/Systems Analyst I

Minimum/General Experience: Requires 1 years experience on computer analysis and information technology projects with 1 years related experience on such projects. Must have demonstrated strong technical expertise, demonstrated logical capability and effective communication skills.

Functional Responsibilities: Responsible for supporting technical specifications requirements identification and development on projects and achieving project design goals. Demonstrated capability in working with applications software in at least one relevant computer language or with one functional area of expertise. Provides analyst support to the client and ensures adherence to plans and schedules to achieve quality production of deliverables. Works with the client to identify and implement process improvements.

Minimum Education: BS in Computer Science/ Management Information Systems, Engineering, Business or other related field desired. A relevant Associates Degree plus 4 years experience may substitute for the BS degree.

Commercial Job Title: Network/Systems Engineering III

Minimum/General Experience: Requires 7 years experience on systems engineering, network services or information technology projects with 5 years supervising such projects. Must have demonstrated strong technical expertise, demonstrated logical capability and effective communication and leadership skills. For network services Novell or other Network Certifications are desired.

Functional Responsibilities: Responsible for leading technical development on systems engineering or Network Services (LAN/WAN) projects and manages project technical achievement. Provides technical support to the client and ensures adherence to plans and schedules to achieve quality production of deliverables. Provides direct supervision of assigned staff and is responsible for quality control. Works with the client to identify and implement process improvements.

Minimum Education: BS in Computer Science, Management Information Systems, Engineering, Business or other related field. Ten years relevant experience may substitute for the BS degree.

Commercial Job Title: Network/Systems Engineering II

Minimum/General Experience: Requires 5 years experience on systems engineering, network services or information technology projects with 3 years supervising such projects. Must have demonstrated strong technical expertise, demonstrated logical capability and effective communication and leadership skills. For network services Novell or other Network Certifications are desired.

Functional Responsibilities: Responsible for technical development on systems engineering or network services projects (LAN/WAN) and managing project technical achievement. Provides technical support to the client and ensures adherence to plans and schedules to achieve quality production of deliverables. Provides direct supervision of assigned staff and is responsible for quality control. Works with the client to identify and implement process improvements.

Minimum Education: BS in Computer Science, Management Information Systems, Engineering, Business or other related field. A relevant Associates Degree plus 4 years experience or " years experience may substitute for the BS degree.

Commercial Job Title: Network/Systems Engineering I

Minimum/General Experience: Requires 1 years experience on systems engineering, network services or information technology projects with 1 years experience on such projects. Must have demonstrated strong technical expertise, demonstrated logical capability and effective communication skills. For network services Novell or other Network Certifications are desired.

Functional Responsibilities: Responsible for technical development on systems engineering or network services projects (LAN/WAN) and achieving project technical goals. Provides technical support to the client and ensures adherence to plans and schedules to achieve quality production of deliverables. Works with the client to identify and implement process improvements.

Minimum Education: BS in Computer Science, Management Information Systems, Engineering, Business or other related field. A relevant Associates Degree plus 3 years experience or 6 years experience may substitute for the BS degree.

Commercial Job Title: Help Desk Coordinator

Minimum/General Experience: Requires 3 years experience on systems engineering, network services or information technology projects with 2 years experience on such projects. Must have demonstrated strong technical expertise, demonstrated logical capability and effective communication skills.

Functional Responsibilities: Responsible for help desk support and problem resolution on technical systems, networks and software applications and engineering problems. Provides technical and coordination support to the client and ensures adherence to plans and schedules to achieve quality production. Provides direct supervision of assigned staff when applicable. Works with the client to identify and implement process improvements.

Minimum Education: BS in Computer Science, Management Information Systems, Engineering, Business or other related field desired. A relevant Associates Degree plus 3 years experience or 7 years experience may substitute for the BS degree.

Commercial Job Title: Configuration Management Specialist II

Minimum/General Experience: Requires 5 years experience on systems configuration or data management on development programs/ network systems or information technology projects with 2 years experience on directly related projects. Must have demonstrated strong technical expertise, demonstrated logical capability and effective communication skills.

Functional Responsibilities: Responsible for performing data management and systems configuration management actions in the systems development and systems sustainment environments on development programs, network systems or information technology projects. Manages DM/CM activities to achieve program goals. Interfaces with the client to ensure achievement of plans and schedules are met within established quality objectives. For hardware computer systems provides technical support for systems requirements definition, acquisition support and physical configuration installations.

Minimum Education: BS in Computer Science, Management Information Systems, Engineering, Business or other related field. A relevant Associates Degree plus 4 years experience or 7 years experience may substitute for the BS degree desired.

Commercial Job Title: Configuration Management Specialist I

Minimum/General Experience: Requires 3 years experience on systems configuration or data management on development programs, network systems or information technology projects with 1 years experience on directly related projects. Must have demonstrated strong technical expertise, demonstrated logical capability and effective communication skills.

Functional Responsibilities: Responsible for performing data management and systems configuration management actions in the systems development and systems sustainment environments on development programs, network systems or information technology projects. Performs DM/CM activities to achieve program goals. Interfaces with the client to ensure achievement of plans and schedules are met within established quality objectives. For hardware computer systems provides technical support for systems requirements definition, acquisition support and physical configuration installations.

Minimum Education: A relevant Associates Degree plus 2 years experience or 5 years experience desired.

Commercial Job Title: Test and Evaluation Specialist

Minimum/General Experience: Requires 5 years experience on systems engineering, network services or information technology projects. Must have demonstrated strong technical expertise, demonstrated logical capability and effective communication skills. For network services Novell or other Network Certifications are desired.

Functional Responsibilities: Responsible for technical test on development or installation systems and recommendations on identified deficiencies corrections. Supports project technical achievement to support the client and ensure adherence to development schedules to achieve quality production of deliverables. Works with the development team and client to identify and implement process improvements.

Minimum Education: BS in Computer Science, Management Information Systems, Engineering, Business or other related field. A relevant Associates Degree plus 4 years experience or years experience may substitute for the BS degree

Commercial Job Title: Computer Maintenance Specialist II

Minimum/General Experience: Requires 3 years experience maintaining network, computer and peripheral equipment and systems. Must have strong hands-on technical expertise, demonstrated logical capability and effective communication skills. For network services Novell or other Network Certifications are desired.

Functional Responsibilities: Responsible for performing network, computer systems and peripheral equipment systems configurations, trouble shooting and maintenance on high end computer systems. Interfaces with the client to provide technical repair solutions. Provides technical support for systems requirements definition, acquisition support and physical configuration installations.

Minimum Education: A relevant Associates Degree plus 3 years experience or 6 years experience desired.

Commercial Job Title: Computer Maintenance Specialist I

Minimum/General Experience: Requires 1 years experience maintaining network, computer and peripheral equipment and systems. Must have strong hands-on technical expertise, demonstrated logical capability and effective communication skills. For network services Novell or other Network Certifications are desired.

Functional Responsibilities: Responsible for performing network, computer systems and peripheral equipment systems configurations, trouble shooting and maintenance on computer systems. Interfaces with the client to provide technical repair solutions. Provides technical support for systems requirements definition, acquisition support and physical configuration installations.

Minimum Education: A relevant Associates Degree plus 1 years experience or 4 years experience desired.

Commercial Job Title: Government Furnished Equipment Specialist II

Minimum/General Experience: Requires 3 years experience working with development laboratory, network, computer and peripheral equipment and systems. Must have strong numerical expertise, demonstrated logical capability and effective communication skills.

Functional Responsibilities: Responsible for managing and performing inventory control and systems upgrade management on the broad range of government equipment used in the development laboratories and systems program development environments. Monitors calibration and upgrade requirements and interfaces with the client to ensure equipment is effectively maintained and controlled.

Minimum Education: A relevant Associates Degree plus 1 years experience or 4 years experience in lieu of the degree desired.

Commercial Job Title: Government Furnished Equipment Specialist I

Minimum/General Experience: Requires 1 years experience working with development laboratory, network, computer and peripheral equipment and systems. Must have strong numerical expertise, demonstrated logical capability and effective communication skills.

Functional Responsibilities: Responsible for performing inventory control and systems upgrade management on the broad range of government equipment used in the development laboratories and systems program development environments. Monitors calibration and upgrade requirements and interfaces with the client to ensure equipment is effectively maintained and controlled.

Minimum Education: A relevant Associates Degree plus 1 years experience or 3 years experience desired.

Commercial Job Title: Training Specialist

Minimum/General Experience: Requires 5 years experience in management and instructional roles. Familiar with the requirements for training in the areas of information technology, systems engineering or network services (LAN/WAN), software applications for business use such as the Microsoft suite, programming, etc. Must have demonstrated strong communication skills and technical expertise, demonstrated logical capability and effective motivational skills. For network services Novell or other Network Certifications are desired.

Functional Responsibilities: Responsible for developing and presenting courses on technical and information technology subjects and systems applications software. Creates curriculums, develops course materials, schedules classes and instructs on the topics. Familiarity with the areas of systems engineering or network services (LAN/WAN), software applications for business use such as the Microsoft suite, programming, etc. Schedules and monitors projects. Provides support to the client and ensures adherence to plans and schedules to achieve established objectives. Works with the client to identify and implement process improvements.

Minimum Education: BS in Computer Science, Management Information Systems, Engineering, Business, Education or other related field desired. Seven years relevant experience may substitute for degree.

Commercial Job Title: Administrative Assistant

Minimum/General Experience: Detailed knowledge of at least one automated office application like Microsoft Office Pro, strong word processing and presentation graphics expertise and cost control spread sheet use is required. Must have 7 years experience managing administrative support and clerical personnel and providing general staff support.

Functional Responsibilities: Provides and manages a staff to provide administrative services and facilities management in laboratories, systems program offices and logistics systems and base support office environments. Independently conducts research on projects, develops reports and correspondence regarding decision level activities and supervises administrative staff in same. Provides guidance on administrative issues to superiors in program management and project control. Builds budget projections and monitors project costs and performance trends for presentation to program and client management. Document Imaging and conversion experience.

Minimum Education: BS or BA in Management, Business, Administration, English other related field. A relevant AA degree with 7 years experience or 10 years experience may substitute for the BS/BA.

Commercial Job Title: Administrative Support

Minimum/General Experience: Detailed knowledge of at least one automated office application like Microsoft Office Pro, strong word processing and presentation graphics expertise and cost control spread sheet use is required. Document Imaging and conversion experience desired. Must have 4 years experience in administrative support and clerical environment providing general staff support.

Functional Responsibilities: Provides administrative services and facilities management in laboratories, systems program offices and logistics systems and base support office environments. Conducts research on projects, develops reports and correspondence regarding decision level activities. Develops

administrative products for superiors in program management and project control. Builds budget projections and monitors project costs and performance trends for presentation to program and client management. Document Imaging and conversion experience

Minimum Education: A relevant AA degree with 2 years experience or four years experience desired.

Commercial Job Title: Administrative Specialist

Minimum/General Experience: Understanding of at least one automated office application like Microsoft Office, strong word processing and presentation graphics expertise is required. Document Imaging and conversion experience desired. Must have 2 years experience in administrative support and clerical environment providing general staff support.

Functional Responsibilities: Provides administrative services and facilities management in laboratories, systems program offices and logistics systems and base support office environments. Conducts research on projects, develops reports and correspondence regarding decision level activities. Develops administrative products for superiors in program management and project control. Monitors project costs and performance trends for presentation to program and client management. . Document Imaging and conversion experience

Minimum Education: A high School diploma with 2 years experience in an office environment desired.

Commercial Job Title: Technical Editor/Writer

Minimum/General Experience: Requires 3 years experience writing, proofing and editing technical documents.

Functional Responsibilities: Develops, reviews and edits technical and business documents. Develops technical users manuals, training materials, Statements of Work and Requests for Proposals. Develops presentations on technical issues.

Minimum Education: BA or BS degree in English, Business, Education, Engineering or related technical field.

Commercial Job Title: Graphic Specialist

Minimum/General Experience: Strong understanding of at least one automated graphic system like Corel Draw. Requires 3 years experience in systems design environment with ability to create designs and presentation quality technical graphics to support company and client requirements. Document Imaging and conversion experience desired.

Functional Responsibilities: Responsible for developing designs from written and verbal guidance or rough drawings and producing presentation quality graphics. Must be able to develop audiovisual products for presentation in computer generated environment. . Document Imaging and conversion experience

Minimum Education: High School Diploma or GED

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

PREAMBLE

(Name of Company) 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:

Mike Davis, President
UCR, LLC
1332 Woodman Drive
Dayton, OH 45432

Phone: 937-253-8898

Fax: 937-252-7422

Email: mdavis@ucrnet.com

SAMPLE BLANKET PURCHASE AGREEMENT

**BEST VALUE
BLANKET PURCHASE AGREEMENT
FEDERAL SUPPLY SCHEDULE**

(Insert Customer Name)

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

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

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

Signatures

Ordering Activity

Date

Contractor

Date

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.

CONTRACTOR TEAM ARRANGEMENTS

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.

COMPUTERS AND PRODUCTS PRICELIST
(SPECIAL ITEM NUMBER 132-8)

SSP LITRONIC

SSP-Litronic	010-1100	ME2000 SMARTCARD NO Logo	\$13.73
SSP-Litronic	040-5001	CABLE ONLY FOR 300 READER PC maxi DIN AT	\$10.99
SSP-Litronic	040-5002	CABLE ONLY FOR 300 READER PC mini DIN (PS/2)	\$10.99
SSP-Litronic	050-0210	NetSignia 210 READER (For Windows), Include Serial connector, PC mini DIN (PS/2) through-keyboard power, require Windows 9X /NT	\$81.48
SSP-Litronic	050-0210-3	NETSIGN 210 Bundle, includes netsign for windows, Single Cert Cryptoflex smart card, Verisign Digital ID (class I), 210 Reader	\$90.63
SSP-Litronic	050-0300	300 PCI Security Adapter & Reader	\$434.85
SSP-Litronic	050-1012-1	ARGUS/2000 PC Card Reader - ISA	\$114.66
SSP-Litronic	050-1020-2	ARGUS/2102 PC Card Reader - SCSI	\$364.41
SSP-Litronic	050-1038	ARGUS/300 Security Adapter - ISA - FIPS 140-1 Level 3	\$373.30
SSP-Litronic	050-1100-AC	ME2000 SMARTCARD Army Corp of Engineers Logo	\$13.73
SSP-Litronic	050-1100-DOS	ME2000 SMARTCARD DOS Logo	\$13.73
SSP-Litronic	050-1100-LIT	ME2000 SMARTCARD Litronic Logo	\$13.73
SSP-Litronic	050-1110	8K Cryptoflex Smartcard, No Logo,	\$22.89
SSP-Litronic	050-1110-LIT	8K Cryptoflex Smartcard	\$22.89
SSP-Litronic	050-1304-500	ProFile Manager Smart Card PKI	\$14,220.80
SSP-Litronic	050-1304-500-M	PROFILE MANAGER - 500 Users - Maintenance for One Yr. Includes New Product releases and Expert to Expert Technical Support	\$2,563.30
SSP-Litronic	050-2108	ARGUS/2108 CipherServer - SCSI - FORTEZZA Accelerator	\$2,869.00
SSP-Litronic	050-2500	ARGUS 2500 PC Card Reader/writer PCI Interface	\$103.49
SSP-Litronic	050-2600-04	ARGUS 2600 USB READER USB Single Slot PC Card Reader/writer, Requires 32-bit Cardbus qualifier	\$175.38
SSP-Litronic	050-2500-U	ARGUS 2500 READER UPGRADE	\$93.88

SSP-Litronic	050-2600-4U	ARGUS 2600 READER UPGRADE	\$169.00
SSP-Litronic	050-1310-CAC	NETSIGN CAC (SOFTWARE ONLY)	\$76.19
SSP-Litronic	050-0410-3.1.1	LITRONIC 410 BUNDLE	\$162.89
SSP-Litronic	050-0410	LITRONIC 410	\$112.78
SSP-Litronic	050-3015-E	Argus 3015 Reader USB External	\$209.98
SSP-Litronic	050-3015-I	Argus 3015 Reader USB Internal	\$209.98