

GENERAL SERVICES ADMINISTRATION

Federal Supply Service Authorized Federal Supply Schedule Price List

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

K2Share, LLC
1005 University Dr. E. College Station, TX 77840
979.260.0030 – <http://www.k2share.com>

GSA Schedule 70

Special Item No. 132-33 Perpetual Software Licenses
Special Item No. 132-34 Maintenance of Software
Special Item No. 132-51 Information Technology Professional Services
Special Item No. 132-52 Electronic Commerce and Subscription Services

Note: All non-professional labor categories must be incidental to and used solely to support hardware, software and/or professional services, and cannot be purchased separately.

Corporate Introduction

K2Share, LLC, established in August 2000, is a privately held ISO 9001:2008 certified Veteran-Owned Small Business (VOSB) and trusted cyber security partner to Department of Homeland Security (DHS) and the Department of Defense (DoD). Our company supports over 2,500 clients in the federal, state and local, education and commercial markets. Our product/service user based exceeds 1 million and continues to grow. K2Share offers three primary lines of service: (1) Security Engineering, (2) Managed Services and (3) Technical Assistance and Training services (instructor-lead and web-based training). K2Share's services include:

Security Engineering: Federal Information Security Management Act (FISMA) Compliance, FISMA and DoD Information Assurance Certification and Accreditation Process (DIACAP), Continuous Authorization, Continuous Monitoring and Situational Awareness, Information System Security Officer (ISSO), Security Architecture Review and Design, Compliance Audits, Penetration Testing & Vulnerability Assessments, Controls Effectiveness Reviews, Security Test and Evaluation (ST&E), Independent Verification & Validation, Policy Development/Reviews, Security Awareness and Privacy Training, Role-based Security Training.

Managed Services: FISMA Compliant Hosting, System Integration and Test Environments, Cloud Migration, Business Continuity, Application Management, Database Tuning, Configuration Management, Independent Verification & Validation, Tier 1-3 Help Desk, E-Commerce, Electronic Grant Management Systems.

Technical Assistance and Training: Learning Management System (LMS) Design, Implementation and Integration, Mobile Content Delivery, Instructional System Design, Curriculum Development, Instructor-led Training (ILT), Web-based Training (WBT) and CD-ROM Training Courses, Technical Manuals and Self-paced Training Courses, Animation and Graphics, Photography, Video and Video Post-production

Content Libraries: OSHA Compliance, HIPAA/Privacy Compliance, Information Assurance and Security Awareness, Cyber Safety, Small Unmanned Aerial Systems (SUAS) Operation and Mission Planning.

Special Item No. 132-33 Perpetual Software Licenses

FSC/PSC Class 7030 ADP SOFTWARE

Ancillary Financial Systems Software

Application Software

Communications Software

Core Financial Management Software

Electronic Commerce (EC) Software

Large Scale Computers

Microcomputers

Operating System Software

Special Physical, Visual, Speech, and Hearing Aid Software. Provide specific information.

Utility Software

FSC/PSC Class J070 MAINT/REPAIR/REBUILD OF EQUIPMENT- ADP

EQUIPMENT/SOFTWARE/SUPPLIES/SUPPORT EQUIPMENT

Maintenance of Software

Special Item No. 132-34 Maintenance of Software

FSC/PSC Class J070 MAINT/REPAIR/REBUILD OF EQUIPMENT- ADP

EQUIPMENT/SOFTWARE/SUPPLIES/SUPPORT EQUIPMENT

Maintenance of Software

Special Item No. 132-51 Information Technology Professional Services

FSC/PSC Class D301 IT AND TELECOM- FACILITY OPERATION AND MAINTENANCE

Facility Management

FSC/PSC Class D302 IT AND TELECOM- SYSTEMS DEVELOPMENT

Systems Development Services

FSC/PSC Class D306 IT AND TELECOM- SYSTEMS ANALYSIS

Systems Analysis Services

FSC/PSC Class D307 IT AND TELECOM- IT STRATEGY AND ARCHITECTURE

Automated Information Systems Services

FSC/PSC Class D308 IT AND TELECOM- PROGRAMMING

Programming Services

FSC/PSC Class D310 IT AND TELECOM- CYBER SECURITY AND DATA BACKUP

Backup and Security Services

FSC/PSC Class D311 IT AND TELECOM- DATA CONVERSION

Data Conversion Services

FSC/PSC Class D313 IT AND TELECOM- COMPUTER AIDED DESIGN/COMPUTER AIDED

MANUFACTURING (CAD/CAM)

Computer Aided Design Services

Computer Aided Manufacturing Services

FSC/PSC Class D316 IT AND TELECOM- TELECOMMUNICATIONS NETWORK MANAGEMENT

IT Network Management Services

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

Creation/Retrieval of IT Related Data Services

Creation/Retrieval of Other Information Services

Creation/Retrieval of IT Related Automated News Services

FSC/PSC Class D399 IT AND TELECOM- OTHER IT AND TELECOMMUNICATIONS

Other Information Technology Services, Not Elsewhere Classified

Special Item No. 132-52 Electronic Commerce and Subscription Services

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

E-Mail Services

Internet Access Services

Navigation Services

Value Added Network Services (VANS)

FSC/PSC Class D399 IT AND TELECOM- OTHER IT AND TELECOMMUNICATIONS

Other Data Transmission Services, Not elsewhere classified

Contract number: GS-35F-0840R

For more information on ordering from Federal Supply Schedules click on the FSS Schedules button at fss.gsa.gov.

Contract period: September 6, 2010 through September 5, 2020

K2Share, LLC 1005 University Dr. E. College Station, TX 77840
979.260.0030 – <http://www.k2share.com>

Business size: Veteran Owned Small Business

CUSTOMER INFORMATION:

1a. Awarded special item number(s): 132-33, 132-34, 132-51, 132-52 / See attachment 1 below for descriptions and pricing.

1b. Identification of the lowest priced model number and lowest unit price for that model for each special item number awarded in the contract.

SIN 132-33: Model Number: Preceptor Software License - \$29,919.01

SIN 132-34: Model Number: Preceptor Software Maintenance Agreement - \$6,482.02

SIN 132-51: Model Number: Support Services Technician 1 - Price: \$19.98

SIN 132-52: Model Number: State Preparedness Assessment and Reporting Service (SPARS) - Price: \$64,617.99

1c. See attachment 1 below for a description of all corresponding commercial job titles, experience, functional responsibility and education.

2. Maximum order. \$500,000

3. Minimum order. \$100

4. Geographic coverage (delivery area): domestic delivery only.

5. Point(s) of production: College Station, TX

6. Discount from list prices or statement of net price. SIN 132-33 25%, SIN 132-34 25%, SIN 132-51 10%, SIN 132-52 = 26%

7. Quantity discounts: None

8. Prompt payment terms. Net 30: Information for Ordering Offices: Prompt payment terms cannot be negotiated out of the contractual agreement in exchange for other concessions.

9a. Government purchase cards are accepted at or below the micro-purchase threshold.

9b. Government purchase cards are accepted above the micro-purchase threshold.

10. Foreign items: None

11a. Time of delivery: 30 days ARO

11b. Expedited Delivery. Items available for expedited delivery are noted in this price list.

11c. Overnight and 2-day delivery. The Contractor will indicate whether overnight and 2-day delivery are available. Also, the Contractor will indicate that the schedule customer may contact the Contractor for rates for overnight and 2-day delivery. NA

11d. 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.

12. F.O.B. point(s): Destination

13a. Ordering address(es). K2Share, LLC 1005 University Dr. E. College Station, TX 77840

13b. Ordering procedures: For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPA's) are found in Federal Acquisition Regulation (FAR) 8.405-3.

14. Payment address(es). K2Share, LLC 1005 University Dr. E. College Station, TX 77840

15. Warranty provision: See attachment 2 below.

16. Export packing charges, if applicable. NA
17. Terms and conditions of Government purchase card acceptance: NA
18. Terms and conditions of rental, maintenance, and repair: Software maintenance includes any updates to software products and telephone support of products.
19. Terms and conditions of installation:
 - 19a. 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 GSA Schedule 70, Contract No. GS-35F-0840R 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.
 - 19b. The above is not intended to encompass items not currently covered by the GSA Schedule contract.
20. Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices: The maintenance/repair service provided is the standard commercial terms and conditions for the type of products and/or services awarded.
 - 20a. Terms and conditions for any other services:
 - (1) The Contractor shall commence performance of services on the date agreed to by the Contractor and the ordering activity.
 - (2) The Contractor agrees to render services only during normal working hours, unless otherwise agreed to by the Contractor and the ordering activity.
 - (3) 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. (4) Any Contractor travel required in the performance of IT Services must comply with the Federal Travel Regulation or Joint Travel Regulations, as applicable, in effect on the date(s) the travel is performed. Established Federal Government per diem rates will apply to all Contractor travel. Contractors cannot use GSA city pair contracts.
21. List of service and distribution points: K2Share, LLC 1005 University Dr. E. College Station, TX 77840
22. List of participating dealers: NA
23. Preventive maintenance: NA
- 24a. Special attributes such as environmental attributes: NA
- 24b. If applicable, indicate that Section 508 compliance information is available on Electronic and Information Technology (EIT) supplies and services and show where full details can be found (e.g. contractor's website or other location.) The EIT standards can be found at: www.Section508.gov/. NA
25. Data Universal Number System (DUNS) number: 009916003
26. Notification regarding registration in Central Contractor Registration (CCR) database. Contractor is reg in the SAM database. CAGE: 3QVF8

**TERMS AND CONDITIONS APPLICABLE TO PERPETUAL SOFTWARE LICENSES
(SPECIAL ITEM NUMBER 132-33) AND MAINTENANCE AS A SERVICE (SPECIAL ITEM
NUMBER 132-34) OF GENERAL PURPOSE COMMERCIAL INFORMATION TECHNOLOGY
SOFTWARE**

1. 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 software that has been tendered for acceptance. The ordering activity may require repair or replacement of nonconforming software 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 software, unless the change is due to the defect in the software.

2. ENTERPRISE USER LICENSE AGREEMENTS REQUIREMENTS (EULA)

The Contractor shall provide all Enterprise User License Agreements in an editable Microsoft Office (Word) format.

3. GUARANTEE/WARRANTY

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

LIMITED WARRANTY

K2SHARE represents and warrants that: (a) all services performed by K2SHARE hereunder will be performed in a professional and workmanlike manner in accordance with applicable industry standards, and (b) developed software will perform in conformance with the specifications in accordance with applicable industry standards for a period of ninety (90) days after Acceptance of such developed software, provided that the developed software has not been (i) modified, altered, or tampered with in any way (including virus infection), (ii) operated in a manner other than its intended purpose, or (iii) combined with any products or services other than those supplied or authorized by K2SHARE for use with the developed software. The date of Acceptance is defined as final installation of the Product following any customizations by K2SHARE if applicable.

If an implied warranty or condition is created by your state/jurisdiction and federal or state/provincial law prohibits disclaimer of it, you also have an implied warranty or condition, **BUT ONLY AS TO DEFECTS DISCOVERED DURING THE PERIOD OF THIS LIMITED WARRANTY (NINETY DAYS). AS TO ANY DEFECTS DISCOVERED AFTER THE NINETY (90) DAY PERIOD, THERE IS NO WARRANTY OR CONDITION OF ANY KIND.**

LIMITATION ON REMEDIES; YOU ARE NOT ENTITLED TO ANY CONSEQUENTIAL DAMAGES if the

Product does not meet K2SHARE's Limited Warranty, and, to the maximum extent allowed by applicable law, even if any remedy fails of its essential purpose.

K2SHARE is liable to (a) allow you to retain the defective Product and reduce the contract price by an amount equitable under the circumstances, or (b) repair or replace the Product, as directed by You, if the Product does not meet this Limited Warranty. You will receive the remedy without charge, except that you are responsible for any expenses you may incur (e.g. cost of shipping the Product to K2SHARE). Any

replacement Product will be warranted for the remainder of the original warranty period or ninety (90) days, whichever is longer.

The Limited Warranty that appears above is the only express warranty made to you and is provided in lieu of any other express warranties (if any) created by any documentation or packaging. Except as stated elsewhere in this Limited Warranty, K2SHARE hereby disclaims all other warranties and conditions, either express, or implied.

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.

4. TECHNICAL SERVICES

The Contractor, without additional charge to the ordering activity, shall provide a hot line technical support number 866-527-4273 for the purpose of providing user assistance and guidance in the implementation of the software. The technical support number is available from 8:00AM to 5:00PM CST.

5. SOFTWARE MAINTENANCE

a. Software maintenance as it is defined: (select software maintenance type) :

X_ 1. Software Maintenance as a Product (SIN 132-33)

Software maintenance as a product includes the publishing of bug/defect fixes via patches and updates/upgrades in function and technology to maintain the operability and usability of the software product. It may also include other no charge support that are included in the purchase price of the product in the commercial marketplace. No charge support includes items such as user blogs, discussion forums, on-line help libraries and FAQs (Frequently Asked Questions), hosted chat rooms, and limited telephone, email and/or web-based general technical support for user's self diagnostics.

Software maintenance as a product does NOT include the creation, design, implementation, integration, etc. of a software package. These examples are considered software maintenance as a service.

Software Maintenance as a product is billed at the time of purchase.

X_ 2. Software Maintenance as a Service (SIN 132-34)

Software maintenance as a service creates, designs, implements, and/or integrates customized changes to software that solve one or more problems and is not included with the price of the software. Software maintenance as a service includes person-to-person communications regardless of the medium used to communicate: telephone support, on-line technical support, customized support, and/or technical expertise which are charged

commercially. Software maintenance as a service is billed arrears in accordance with 31 U.S.C. 3324.

Software maintenance as a service is billed in arrears in accordance with 31 U.S.C. 3324.

b. 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.**

6. PERIODS OF TERM LICENSES (SIN 132-32) AND MAINTENANCE (SIN 132-34)

a. The Contractor shall honor orders for periods for the duration of the contract period or a lesser period of time.

b. Term licenses and/or maintenance may be discontinued by the ordering activity on thirty (30) calendar days written notice to the Contractor.

c. Annual Funding. When annually appropriated funds are cited on an order for term licenses and/or maintenance, the period of the term licenses and/or maintenance shall automatically expire on September 30 of the contract period, or at the end of the contract period, whichever occurs first. Renewal of the term licenses and/or maintenance orders citing the new appropriation shall be required, if the term licenses and/or maintenance is to be continued during any remainder of the contract period.

d. 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.

e. Ordering activities should notify the Contractor in writing thirty (30) calendar days prior to the expiration of an order, if the term licenses and/or maintenance is to be terminated at that time. Orders for the continuation of term licenses and/or maintenance will be required if the term licenses and/or maintenance is to be continued during the subsequent period.

7. CONVERSION FROM TERM LICENSE TO PERPETUAL LICENSE

a. The ordering activity may convert term licenses to perpetual licenses for any or all software at any time following acceptance of software. At the request of the ordering activity the Contractor shall furnish, within ten (10) calendar days, for each software product that is contemplated for conversion, the total amount of conversion credits which have accrued while the software was on a term license and the date of the last update or enhancement.

b. Conversion credits which are provided shall, within the limits specified, continue to accrue from one contract period to the next, provided the software remains on a term license within the ordering activity.

c. The term license for each software product shall be discontinued on the day immediately preceding the effective date of conversion from a term license to a perpetual license.

d. The price the ordering activity shall pay will be the perpetual license price that prevailed at the time such software was initially ordered under a term license, or the perpetual license price prevailing at the time of conversion from a term license to a perpetual license, whichever is the less, minus an amount equal to NA % of all term license payments during the period that the software was under a term license within the ordering activity.

8. TERM LICENSE CESSATION

- a. After a software product has been on a continuous term license for a period of NA * months, a fully paid-up, non-exclusive, perpetual license for the software product shall automatically accrue to the ordering activity. The period of continuous term license for automatic accrual of a fully paid-up perpetual license does not have to be achieved during a particular fiscal year; it is a written Contractor commitment which continues to be available for software that is initially ordered under this contract, until a fully paid-up perpetual license accrues to the ordering activity. However, should the term license of the software be discontinued before the specified period of the continuous term license has been satisfied, the perpetual license accrual shall be forfeited.
- b. The Contractor agrees to provide updates and maintenance service for the software after a perpetual license has accrued, at the prices and terms of Special Item Number 132-34, if the licensee elects to order such services. Title to the software shall remain with the Contractor.

9. UTILIZATION LIMITATIONS - (SIN SIN 132-33, AND SIN 132-34)

- a. Software acquisition is limited to commercial computer software defined in FAR Part 2.101.
- b. When acquired by the ordering activity, commercial computer software and related documentation so legend shall be subject to the following:
 - (1) Title to and ownership of the software and documentation shall remain with the Contractor, unless otherwise specified.
 - (2) Software licenses are by site and by ordering activity. An ordering activity is defined as a cabinet level or independent ordering activity. The software may be used by any subdivision of the ordering activity (service, bureau, division, command, etc.) that has access to the site the software is placed at, even if the subdivision did not participate in the acquisition of the software. Further, the software may be used on a sharing basis where multiple agencies have joint projects that can be satisfied by the use of the software placed at one ordering activity's site. This would allow other agencies access to one ordering activity's database. For ordering activity public domain databases, user agencies and third parties may use the computer program to enter, retrieve, analyze and present data. The user ordering activity will take appropriate action by instruction, agreement, or otherwise, to protect the Contractor's proprietary property with any third parties that are permitted access to the computer programs and documentation in connection with the user ordering activity's permitted use of the computer programs and documentation. For purposes of this section, all such permitted third parties shall be deemed agents of the user ordering activity.
 - (3) Except as is provided in paragraph 8.b(2) above, the ordering activity shall not provide or otherwise make available the software or documentation, or any portion thereof, in any form, to any third party without the prior written approval of the Contractor. Third parties do not include prime Contractors, subcontractors and agents of the ordering activity who have the ordering activity's permission to use the licensed software and documentation at the facility, and who have agreed to use the licensed software and documentation only in accordance with these restrictions. This provision does not limit the right of the ordering activity to use software, documentation, or information therein, which the ordering activity may already have or obtains without restrictions.
 - (4) The ordering activity shall have the right to use the computer software and documentation with the computer for which it is acquired at any other facility to which that computer may be transferred, or in cases of Disaster Recovery, the ordering activity has the right to transfer the software to another site if the ordering activity site for which it is acquired is deemed to be unsafe for ordering activity personnel; to use the computer software and documentation with a backup computer when the primary computer is inoperative; to copy computer programs for safekeeping

(archives) or backup purposes; to transfer a copy of the software to another site for purposes of benchmarking new hardware and/or software; and to modify the software and documentation or combine it with other software, provided that the unmodified portions shall remain subject to these restrictions.

(5) "Commercial Computer Software" may be marked with the Contractor's standard commercial restricted rights legend, but the schedule contract and schedule pricelist, including this clause, "Utilization Limitations" are the only governing terms and conditions, and shall take precedence and supersede any different or additional terms and conditions included in the standard commercial legend.

10. SOFTWARE CONVERSIONS - (SIN 132-33)

Full monetary credit will be allowed to the ordering activity when conversion from one version of the software to another is made as the result of a change in operating system , or from one computer system to another. Under a perpetual license (132-33), the purchase price of the new software shall be reduced by the amount that was paid to purchase the earlier version.

11. DESCRIPTIONS AND EQUIPMENT COMPATIBILITY

The Contractor shall include, in the schedule pricelist, a complete description of each software product and a list of equipment on which the software can be used. Also, included shall be a brief, introductory explanation of the modules and documentation which are offered.

12. RIGHT-TO-COPY PRICING

The Contractor shall insert the discounted pricing for right-to-copy licenses.

See pages 19, 20, and 21 of this document.

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

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

1. SCOPE

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

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

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

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

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

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

3. ORDER

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

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

4. PERFORMANCE OF SERVICES

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

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

c. The ordering activity should include the criteria for satisfactory completion for each task in the Statement of Work or Delivery Order. Services shall be completed in a good and workmanlike manner.

d. Any Contractor travel required in the performance of IT Services must comply with the Federal Travel Regulation or Joint Travel Regulations, as applicable, in effect on the date(s) the travel is performed. Established Federal Government per diem rates will apply to all Contractor travel. Contractors cannot use GSA city pair contracts.

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

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

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

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

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

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

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

6. INSPECTION OF SERVICES

In accordance with FAR 52.212-4 CONTRACT TERMS AND CONDITIONS--COMMERCIAL ITEMS (MAR 2009) (DEVIATION I - FEB 2007) for Firm-Fixed Price orders and FAR 52.212-4 CONTRACT TERMS AND CONDITIONS –COMMERCIAL ITEMS (MAR 2009) (ALTERNATE I – OCT 2008) (DEVIATION I – FEB 2007) applies to Time-and-Materials and Labor-Hour Contracts orders placed under this contract.

7. RESPONSIBILITIES OF THE CONTRACTOR

The Contractor shall comply with all laws, ordinances, and regulations (Federal, State, City, or otherwise) covering work of this character. If the end product of a task order is software, then FAR 52.227-14 (Dec 2007) Rights in Data – General, may apply.

8. RESPONSIBILITIES OF THE ORDERING ACTIVITY

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

9. INDEPENDENT CONTRACTOR

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

10. ORGANIZATIONAL CONFLICTS OF INTEREST

a. Definitions.

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

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

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

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

11. INVOICES

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

12. PAYMENTS

For firm-fixed price orders the ordering activity shall pay the Contractor, upon submission of proper invoices or vouchers, the prices stipulated in this contract for service rendered and accepted. Progress payments shall be made only when authorized by the order. For time-and-materials orders, the Payments under Time-and-Materials and Labor-Hour Contracts at FAR 52.212-4 (MAR 2009) (ALTERNATE I–OCT 2008) (DEVIATION I – FEB 2007) applies to time-and-materials orders placed under this contract. For labor-hour orders, the Payment under Time-and-Materials and Labor-Hour Contracts at FAR 52.212-4 (MAR 2009) (ALTERNATE I – OCT 2008) (DEVIATION I – FEB 2007) applies to labor-hour orders placed under this contract. 52.216-31(Feb 2007) Time-and-Materials/Labor-Hour Proposal Requirements—Commercial Item Acquisition As prescribed in 16.601(e)(3), insert the following provision:

(a) The Government contemplates award of a Time-and-Materials or Labor-Hour type of contract resulting from this solicitation.

(b) The offeror must specify fixed hourly rates in its offer that include wages, overhead, general and administrative expenses, and profit. The offeror must specify whether the fixed hourly rate for each labor category applies to labor performed by—

- (1) The offeror;
- (2) Subcontractors; and/or
- (3) Divisions, subsidiaries, or affiliates of the offeror under a common control.

13. RESUMES

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

14. INCIDENTAL SUPPORT COSTS

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

15. APPROVAL OF SUBCONTRACTS

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

16. DESCRIPTION OF IT PROFESSIONAL SERVICES AND PRICING

a. For a description of each type of IT Service offered under Special Item Numbers 132-51, see attachment 1 below.

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

1. SCOPE

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

2. ELECTRONIC COMMERCE CAPACITY AND COVERAGE

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

3. INFORMATION ASSURANCE

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

4. DELIVERY SCHEDULE.

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

5. INTEROPERABILITY.

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

6. ORDER

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

7. PERFORMANCE OF ELECTRONIC SERVICES

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

8. RESPONSIBILITIES OF THE CONTRACTOR

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

9. RIGHTS IN DATA

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

10. ACCEPTANCE TESTING

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

11. WARRANTY

LIMITED WARRANTY

K2SHARE represents and warrants that: (a) all services performed by K2SHARE hereunder will be performed in a professional and workmanlike manner in accordance with applicable industry standards, and (b) developed software will perform in conformance with the specifications in accordance with applicable industry standards for a period of ninety (90) days after Acceptance of such developed software, provided that the developed software has not been (i) modified, altered, or tampered with in any way (including virus infection), (ii) operated in a manner other than its intended purpose, or (iii) combined with any products or services other than those supplied or authorized by K2SHARE for use with the developed software. The date of Acceptance is defined as final installation of the Product following any customizations by K2SHARE if applicable.

If an implied warranty or condition is created by your state/jurisdiction and federal or state/provincial law prohibits disclaimer of it, you also have an implied warranty or condition, **BUT ONLY AS TO DEFECTS DISCOVERED DURING THE PERIOD OF THIS LIMITED WARRANTY (NINETY DAYS). AS TO ANY DEFECTS DISCOVERED AFTER THE NINETY (90) DAY PERIOD, THERE IS NO WARRANTY OR CONDITION OF ANY KIND.**

LIMITATION ON REMEDIES; YOU ARE NOT ENTITLED TO ANY CONSEQUENTIAL DAMAGES if the

Product does not meet K2SHARE's Limited Warranty, and, to the maximum extent allowed by applicable law, even if any remedy fails of its essential purpose.

K2SHARE is liable to (a) allow you to retain the defective Product and reduce the contract price by an amount equitable under the circumstances, or (b) repair or replace the Product, as directed by You, if the Product does not meet this Limited Warranty. You will receive the remedy without charge, except that you are responsible for any expenses you may incur (e.g. cost of shipping the Product to K2SHARE). Any replacement Product will be warranted for the remainder of the original warranty period or ninety (90) days, whichever is longer.

The Limited Warranty that appears above is the only express warranty made to you and is provided in lieu of any other express warranties (if any) created by any documentation or packaging. Except as stated elsewhere in this Limited Warranty, K2SHARE hereby disclaims all other warranties and conditions, either express, or implied.

The warranty shall commence upon the later of the following:

- a. Activation of the user's service
- b. Installation/delivery of the equipment

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

12. MANAGEMENT AND OPERATIONS PRICING

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

13. TRAINING

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

Optional training is provided at an additional cost.

14. MONTHLY REPORTS

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

14. ELECTRONIC COMMERCE SERVICE PLAN

- (a) Describe the electronic service plan and eligibility requirements.

NA

- (b) Describe charges, if any, for additional usage guidelines.

NA

- (c) Describe corporate volume discounts and eligibility requirements, if any.

NA

K2Share GSA Pricelist

Preceptor – SIN 132-33 and 132-34

K2Share Preceptor™ is a single, integrated web-enabled solution based on an open architecture that allows you to author, deliver, assess, record, and report on your organization's e-Learning. Using an Internet connection and a standard web browser, you can access course catalogs, course information, transcripts, evaluations, assessments, student progress, financial accounts, and reusable learning content from anywhere, anytime.

Review the functions and features of our e-Learning solution, then compare our product to others on the market. We are certain that you will find our solution a "BEST BUY" when it comes to performance and price.

Features General

- Manages the total e-Learning function
- Open architecture allows integration with third party content and authoring tools
- Serves as a learning portal and knowledge manager
- Supports both managed learning and self directed learning
- Web based and database driven software application
- Highly customizable GUI
- Modular design to support additional functions
- Accessible using a standard web browser
- Multiple layers of security

Flexible Pricing Model

- Product is priced based on an annual license fee with no per session, per student, or per course fees
- Supports online registration and credit card payments
- Courses can be free or set at any price
- Supports "Sales Codes" for discounting course prices or sales commissions
- Supports multiple price codes for the same course

User Management

- Database architecture allows easy synchronization with enterprise HR, ERP, and TMS
- Multiple levels of access control to user records
- Available navigation depends on defined user access level
- Supports creation of departments within the campus (HR, Supervisors, Safety, Maintenance, etc.)
- Supports sharing of courses, assessments, and learning objects between instructors, courses, etc.
- Supports single registration or batch enrollment

Authoring

- Easy to use template based authoring tools
- Built in editor allows "nonprogrammers" to author html
- Built in editor uses "what you see is what you get" framework
- Built in editor supports html, java, and xml programming
- Supports use of third party authoring tools
- Media Library allows for uploading multimedia and Metadata tagging learning objects
- Controlled access to Media Library to protect learning object copyrights
- Supports controlled sharing of learning content between courses and departments
- Uploads training materials such as Microsoft PowerPoint, Word Documents, Excel Spreadsheets, etc.
- Supports the creation of course specific glossaries

Learning Management

- Supports self paced and directed learning
- Individual learner information based on login

- Supports "test out" for certification or recertification courses
- Supports use of prerequisites for courses
- Supports module embedded assessments
- Supports use of "passing criteria" for knowledge assessments
- Supports learner collaboration in the form of chat and discussion groups
- Tracks completion status for modules and courses
- Learners can bookmark pages in modules for later reference
- Supports linear or nonlinear learning

Knowledge Management and Learning Portal

- Upload learning content into libraries
- Upload documents, spreadsheets, presentations, drawings, etc. into libraries
- Search libraries for content by key words or media type
- Organize resources by course or topic
- Create links to intranet and internet information resources

Measurement

- Web-based administration of assessments and evaluations
- Create test banks by topic, module, or course
- Assessments can be graded or used as knowledge checks
- Record grades or evaluations of outside assignments or skill demonstrations
- Automatic grading of multiple choice, true false, short answer questions
- Automatic queuing of essay question answers to designated course SME or instructor
- Supports random ordering of questions and answer choices within questions
- Create evaluations to gather feedback on courses, instructors, facilities, etc.
- Check status of learner's knowledge and skills before, during, and after learning experience
- Measure manager opinions about the effect of learning on a specific individual's job performance
- Built in reports for analyzing validity of questions and assessments
- Use multimedia in assessments
- Automatic assessment question feedback
- Export assessment and evaluation data for analysis

Reporting

- Pre-programmed standard reports for most frequently needed information
- Prepare custom reports by selecting variables and processing options
- Automatic export to Excel or Access for selected reports
- Easily identify users by organization, certification program, course completion, etc.
- Reproduce "snap shots" of certification exams including exact questions, responses, and correct answers
- Produce transcripts for each learner
- Report campus financials

Specifications

Database Power

Preceptor is completely database-driven, a distinct advantage for flexible and smooth content distribution over multiple mediums using as many interfaces as desired. All content in the Preceptor platform is stored in a highly structured database, allowing users to harness the database's power to meet their individual needs.

Technical Requirements:

Client System Minimum Requirements:

Platform: Windows XP SP2 or higher, Mac OSX
 Processor Speed: 1.0Ghz
 Memory: 1GB RAM

Browser: Firefox, Chrome, Safari, Internet Explorer 6.0
Network: 56K/s dialup connection

Client System Recommended Configuration:

Platform: Windows XP SP2 or higher, Mac OSX
Processor Speed: 2.0Ghz or higher
Memory: 4GB RAM
Browser: Firefox, Chrome, Safari, Internet Explorer 8.0
Network: 1MB/s broadband or higher

Preceptor RIGHT-TO-COPY PRICING for SIN 132-33 and 132-34

SIN	Skill Category	Unit	Approved GSA Price
132-33	Preceptor Software License	each	\$29,919.01
132-34	Preceptor Software Maintenance Agreement	annual	\$6,482.02

K2Share Labor Rates - SIN 132-51

SIN	Skill Category	Unit	Approved GSA Price
132-51	Database Administrator II	hour	\$149.87
132-51	Database Administrator III	hour	\$179.84
132-51	Network Administrator	hour	\$99.91
132-51	Program Manager III	hour	\$199.82
132-51	Quality Assurance Analyst	hour	\$74.93
132-51	Senior Technology Analyst	hour	\$150.77
132-51	Support Services Program Manager	hour	\$124.89
132-51	Support Services Technician I	hour	\$19.98
132-51	Support Services Technician II	hour	\$24.98
132-51	Technology Analyst	hour	\$99.91
132-51	Technology Consultant	hour	\$99.91
132-51	Web Application Developer I	hour	\$99.91
132-51	Associate Systems Security Analyst	hour	\$80.61
132-51	Systems Security Analyst	hour	\$92.69
132-51	Senior Systems Security Analyst	hour	\$109.82
132-51	Systems Security Architect	hour	\$139.04
132-51	Associate Network Security Analyst	hour	\$80.61
132-51	Network Security Analyst	hour	\$92.69
132-51	Senior Network Security Analyst	hour	\$109.82
* Rate for both on and off site.			

State Preparedness Assessment and Reporting Service – SIN 132-52

<i>Product</i>	<i>Description</i>	<i>List Price</i>	<i>State Price</i>	<i>GSA Disc</i>	<i>GSA With IFF</i>
State Preparedness Assessment and Reporting Service (SPARS)(TM) Annual Service Fee	The State Preparedness Assessment and Reporting Service (SPARS)(TM) is a web-based service that provides state administering agencies with tools to support the Department of Homeland Security (DHS) grant monitoring, evaluation, and reporting process. SPARS is an Application Service Provider (ASP) offering that is delivered to the customer over the internet through paid access to the system for an annual fee.	\$86,666.70	\$65,000.00	26%	\$64,617.99
State Preparedness Assessment and Reporting Service (SPARS)(TM) Additional Seat License	Additional Seat Licenses for SPARS(TM)	\$66.67	\$50.00	26%	\$49.71

K2Share Labor Category Descriptions SIN 132-51

Database Administrator II

Job Description and relationship to FPDS Code(s):

- ✎ IT Facility Operation and Maintenance (301)
- ✎ IT Systems Development Services (302)
- ✎ IT Systems Analysis Services (306)
- ✎ Info. Systems Design & Integration (307)
- ✎ Programming Services (308)
- ✎ IT Data Conversion Services (311)
- ✎ Other IT Services (399)

Minimum Qualification:

Education - Bachelors Degree

Industry Experience - 2-6 Years Management Experience - Less than one year

Additional Qualifications - Microsoft Certified Systems Engineer, C++, Coldfusion, HTML, Javascript

Job Functions:

Administers, maintains, develops and implements policies and procedures for ensuring the security and integrity of internal and client related databases. Implements data models and database designs, data access and table maintenance codes; resolves database performance issues, database capacity issues, replication, and other distributed data issues.

Works under general supervision. Relies on limited experience and judgment to plan and accomplish goals.

Database Administrator III

Job Description and relationship to FPDS Code(s):

- ✎ IT Facility Operation and Maintenance (301)
- ✎ IT Systems Development Services (302)
- ✎ IT Systems Analysis Services (306)
- ✎ Info. Systems Design & Integration (307)
- ✎ IT Backup and Security Services (310)

Minimum Qualification:

Education - Bachelors Degree

Industry Experience - 6-8 Years

Management Experience - Less than 1 year leading and directing the work of others Additional Qualifications - Oracle, Unix, SQL, Javascript, Visual Basic, Apache/Tomcat

Job Functions:

Administers, maintains, develops and implements policies and procedures for ensuring the security and integrity of internal and client related databases. Implements data models and database designs, data access and table maintenance codes; resolves database performance issues, database capacity issues, replication, and other distributed data issues.

Relies on extensive experience and judgment to plan and accomplish goals. Performs a variety of tasks.

Network Administrator

Job Description and relationship to FPDS Code(s):

- IT Facility Operation and Maintenance (301)
- IT Systems Development Services (302)
- IT Systems Analysis Services(306)
- IT Backup and Security Services (310)
- Other IT Services(399)

Minimum Qualification:

Education- Bachelors Degree

Industry Experience- 6-8 Years

Management Experience - Less than one year leading and directing the work of others.

Additional Qualifications - Microsoft Certified Systems Engineer, Pix Firewall Specialist, Certified Cisco Network Associate

Job Functions:

Installs, configures and maintains the organization's network. Builds networks and maintains external and internal web presence, administers the networks. Tests and evaluates network systems to eliminate problems and makes improvements. Performs system backups on its internal and external web network servers. Designs and supports server system(s) and supporting software. Provides documentation and project tracking reports. Provides tactical and strategic input on overall network planning and for related projects. Troubleshoots network access problems and implements network security policies and procedures to protect against unauthorized access. Relies on extensive experience and judgment to plan and accomplish goals. Performs a variety of tasks.

Program Manager III

Job Description and relationship to FPDS Code(s):

- IT Facility Operation and Maintenance (301)
- IT Systems Development Services (302)
- IT Systems Analysis Services(306)
- Info. Systems Design & Integration (307)
- Programming Services(308)
- IT Backup and Security Services (310)
- IT Data Conversion Services (311)
- Other IT Services(399)

Minimum Qualification:

Education- Bachelors Degree

Industry Experience- 6-10 Years

Management Experience - Greater than one year leading and directing the work of project leaders Additional Qualifications - Advanced Certified Coldfusion Developer, C++, Javascript, HTML

Job Functions:

Designs, plans, and coordinates work teams. Provides technical support to project team members. Handles complex application features and technical designs. Designs and implements the components required for complex application features. Demonstrates expertise in a variety of the field's concepts, practices, and procedures. May provide consultation on complex projects and is considered to be the top-level contributor/specialist. Relies on extensive experience and judgment to plan and accomplish goals.

Quality Assurance Analyst

Job Description and relationship to FPDS Code(s):

- IT Systems Development Services (302)
- IT Systems Analysis Services(306)

Minimum Qualification:

Education- Bachelors Degree

Industry Experience- 1-2 Years Management Experience - Less than one year

Additional Qualifications - HTML, Javascript, Coldfusion

Job Functions:

Tests and evaluates services or performance. Analyzes discrepancies in services or performance and makes recommendations for improvements. Has knowledge of commonly used concepts, practices, and procedures within a particular field. Works under immediate supervision. Relies on instructions and pre-established guidelines to perform the functions of the job. Primary job functions do not typically require exercising independent judgment.

Senior Technology Analyst

Job Description and relationship to FPDS Code(s):

IT Systems Analysis Services (306)

IT Backup and Security Services (310)

Other IT Services (399)

Minimum Qualification:

Education- Bachelors Degree

Industry Experience- 2-5 Years Management Experience - Less than one year

Additional Qualifications - Microsoft Certified Systems Engineer

Job Functions:

Designs, modifies, develops, writes and implements database and business software applications. Supports and/or installs database and business software applications. Documents software applications. Gathers requirements from users and creates specifications and develops code. Administers systems applications and resolves application and hardware issues. Has knowledge of commonly used concepts, practices, and procedures within a particular field. Works under general supervision. Relies on limited experience and judgment to plan and accomplish goals.

Support Services Program Manager

Job Description and relationship to FPDS Code(s):

IT Systems Analysis Services (306)

Info. Systems Design & Integration (307)

Programming Services (308)

IT Backup and Security Services (310)

Other IT Services

(399) Minimum

Qualification:

Education- Bachelors Degree

Industry Experience- 4 Years

Management Experience - Greater than one year leading and directing the work of others Additional Qualifications - None

Job Functions:

Manages a team of support personnel who troubleshoot IT issues. Implements policies and procedures regarding how problems are identified, received, documented, distributed, and corrected. Ensures maximum issue resolutions in minimum time. Evaluates new information systems products or services and suggests changes to existing products or services to better aide the end user. Manages a team of quality assurance analysts. Implements policies and procedures regarding testing procedures. Identifies discrepancies in services

Support Services Technician I

Job Description and relationship to FPDS Code(s):

IT Systems Analysis Services (306)

⌘ Other IT Services

(399) Minimum

Qualification:

Education- High School Diploma or GED

Industry Experience- 1 Year Management Experience - None

Additional Qualifications - None

Job Functions:

Provides support to end users on a variety of issues. Identifies, researches, and resolves technical problems. Responds to telephone calls, e-mails, and personnel requests for technical support. Documents, tracks, and monitors the problem to ensure a timely resolution. Data entry assistance. Limited knowledge of commonly used concepts, practices, and procedures within a particular field. Works under immediate supervision. Relies on instructions and pre-established guidelines to perform the functions of the job. Primary job functions do not typically require exercising independent judgment.

Support Services Technician II

Job Description and relationship to FPDS Code(s):

⌘ IT Systems Analysis Services(306)

⌘ Other IT Services(399)

Minimum Qualification:

Education- High School Diploma or GED

Industry Experience- 2 Years

Management Experience - None

Additional Qualifications - None

Job Functions:

Provides support to end users on a variety of issues. Identifies, researches, and resolves technical problems. Responds to telephone calls, e-mails, and personnel requests for technical support. Documents, tracks, and monitors the problem to ensure a timely resolution. Data entry assistance. Limited knowledge of commonly used concepts, practices, and procedures within a particular field. Works under immediate supervision. Relies on instructions and pre-established guidelines to perform the functions of the job. Primary job functions do not typically require exercising independent judgment.

Technology Analyst

Job Description and relationship to FPDS Code(s):

⌘ IT Systems Development Services (302)

⌘ IT Systems Analysis Services(306)

⌘ Info. Systems Design & Integration (307)

⌘ IT Backup and Security Services (310)

⌘ Other IT Services(399)

Minimum Qualification:

Education- Bachelors Degree

Industry Experience- 2

Years Management Experience - None

Additional Qualifications - C++, Javascript, SQL, Coldfusion, Crystal Reports

Job Functions:

Designs, modifies, develops, writes and implements database and business software applications. Supports and/or installs database and business software applications. Documents software applications. Gathers requirements from users and creates specifications and develops code. Administers systems applications and resolves application and hardware issues. Data entry assistance. Familiar with standard concepts, practices, and procedures within a particular field.

Works under general supervision. Relies on limited experience and judgment to plan and accomplish goals.

Technology Consultant

Job Description and relationship to FPDS Code(s):

IT Backup and Security Services (310)

Other IT Services(399)

Minimum Qualification:

Education- Bachelors Degree

Industry Experience- 2 Years

Management Experience - Less than one year leading and directing the work of others Additional Qualifications - None

Job Functions:

Installs, configures, networks and maintains mobile classrooms. Tests and evaluates mobile classroom connections to national databases via the internet. Performs backups of data entry. Provides technical and content assistance to data entry clerks. Provides documentation and project tracking reports. Provides tactical and strategic input on overall mobile classroom network planning for future related projects. Data entry assistance. Familiar with standard concepts, practices, and procedures within a particular field. Relies on experience and judgment to plan and accomplish goals.

Web Application Developer I

Job Description and relationship to FPDS Code(s):

Programming Services(308)

Minimum Qualification:

Education- Bachelors Degree

Industry Experience- 2-4 Years Management Experience - Less than one year

Additional Qualifications - C++, Coldfusion, SQL, Flash Action Script, HTML, Javascript, ASP, Crystal Reports

Job Functions:

Designs, modifies, develops, writes and implements web sites and business software applications. Supports and/or installs web sites and business software applications. Participates in the testing process. Documents software applications. Gathers requirements from users and creates specifications and develops code. Designs and writes codes in a variety of languages to support new and existing applications. Familiar with standard concepts, practices, and procedures within a particular field. Works under general supervision. Relies on limited experience and judgment to plan and accomplish goals.

Associate Systems Security Analyst

Job Description and relationship to FPDS Code(s):

IT Systems Analysis Services(306)

IT Backup and Security Services (310)

Other IT Services(399)

Minimum Qualification:

Education- Bachelors Degree

Industry Experience- 0-2

Years Management Experience - None

Additional Qualifications - None

Job Functions:

Trained in the analysis or application of system security practices within an organization/agency. Assists with writing certification and accreditation (C&A) documentation packages included in the process of helping an organization/agency obtain an authority to operate (ATO) on its systems and/or environment. Follows National Institute of Standards and Technology (NIST) and/or Department of Defense IA Certification and Accreditation Process standards in performance of job functions. Performs Information Systems Security Officer (ISSO) services for an organization/agency. Limited knowledge of commonly used concepts, practices, and procedures within a

particular field. Works under immediate supervision. Relies on instructions and pre-established guidelines to perform the functions of the job. Primary job functions do not typically require exercising independent judgment.

Systems Security Analyst

Job Description and relationship to FPDS Code(s):

- IT Systems Analysis Services(306)
- IT Backup and Security Services (310)
- Other IT Services(399)

Minimum Qualification:

- Education- Bachelors Degree
- Industry Experience- 2-5 Years
- Management Experience - Less than one year experience in leading a team
- Additional Qualifications – CAP or CISM Certifications

Job Functions:

Specialized in the analysis or application of system security practices within an organization/agency. Designs, develops and writes certification and accreditation (C&A) documentation packages included in the process of helping an organization/agency obtain an authority to operate (ATO) on its systems and/or environment. Follows National Institute of Standards and Technology (NIST) and/or Department of Defense IA Certification and Accreditation Process standards in performance of job functions. Performs Information Systems Security Officer (ISSO) services for an organization/agency. Familiar with commonly used concepts, practices, and procedures within a particular field. Works under general supervision. Relies on experience to plan and accomplish goals.

Senior Systems Security Analyst

Job Description and relationship to FPDS Code(s):

- IT Systems Analysis Services(306)
- IT Backup and Security Services (310)
- Other IT Services(399)

Minimum Qualification:

- Education- Bachelors Degree
- Industry Experience- 5+ Years
- Management Experience - More than one year's experience leading a team
- Additional Qualifications – CAP or CISM Certifications

Job Functions:

Specialized in the analysis and application of system security practices within an organization/agency. Designs, develops and writes certification and accreditation (C&A) documentation packages included in the process of helping an organization/agency obtain an authority to operate (ATO) on its systems and/or environment. Follows National Institute of Standards and Technology (NIST) and/or Department of Defense IA Certification and Accreditation Process standards in performance of job functions. Performs Information Systems Security Officer (ISSO), business continuity planning, IT disaster recovery planning and security risk assessment services for an organization/agency. Demonstrates expertise in common concepts, practices, and procedures within a particular field. May provide consultation on complex projects and is considered to be an expert in the field. Relies on extensive experience and judgment to plan and accomplish goals.

Systems Security Architect

Job Description and relationship to FPDS Code(s):

- IT Systems Analysis Services(306)
- IT Backup and Security Services (310)
- Other IT Services(399)

Minimum Qualification:

Education- Bachelors Degree
Industry Experience- 7+ Years
Management Experience - More than one year's experience leading a team
Additional Qualifications – CAP, CISM, and/or CISSP Certifications

Job Functions:

Specialized in architectural design of information security policies and procedures. Directs the design, development and writing of certification and accreditation (C&A) documentation packages included in the process of helping an organization/agency obtain an authority to operate (ATO) on its systems and/or environment. Follows National Institute of Standards and Technology (NIST) and/or Department of Defense IA Certification and Accreditation Process standards in performance of job functions. Performs Information Systems Security Officer (ISSO), business continuity planning, IT disaster recovery planning and security risk assessment services for an organization/agency. Demonstrates expertise in a variety of concepts, practices, and procedures within a particular field. Provides consultation on complex projects and is considered to be an expert in the field. Relies on extensive experience and judgment to plan and accomplish goals.

Associate Network Security Analyst

Job Description and relationship to FPDS Code(s):

- IT Systems Analysis Services (306)
- IT Backup and Security Services (310)
- Other IT Services (399)

Minimum Qualification:

Education- Bachelors Degree
Industry Experience- 0-2 Years
Management Experience - None
Additional Qualifications - None

Job Functions:

Trained in the analysis or application of network security practices within an organization/agency. Assists with performing Systems Testing and Evaluation (ST&E) services included in the process of helping an organization/agency obtain an Authority To Operate (ATO) on its systems and/or environment. Familiar with National Institute of Standards and Technology (NIST) and/or Department of Defense IA Certification and Accreditation Process standards. Limited knowledge of commonly used concepts, practices, and procedures within a particular field. Works under immediate supervision. Relies on instructions and pre-established guidelines to perform the functions of the job. Primary job functions do not typically require exercising independent judgment.

Network Security Analyst

Job Description and relationship to FPDS Code(s):

- IT Systems Analysis Services (306)
- IT Backup and Security Services (310)
- Other IT Services (399)

Minimum Qualification:

Education- Bachelors Degree
Industry Experience- 2-5 Years
Management Experience - Less than one year
Additional Qualifications - MS Windows Server, MS Active Directory, and MS Exchange, SQL

Job Functions:

Specialized in the analysis or application of network security practices within an organization/agency. Designs and develops Systems Testing and Evaluation (ST&E) services included in the process of helping an organization/agency obtain an Authority To Operate (ATO) on its systems and/or environment. Familiar with National Institute of Standards and Technology (NIST) and/or Department of Defense IA Certification and Accreditation Process standards. Familiar with commonly used concepts, practices, and procedures within a particular field. Works under general supervision. Relies on experience to plan and accomplish goals.

Senior Network Security Analyst

Job Description and relationship to FPDS Code(s):

- IT Systems Analysis Services (306)
- IT Backup and Security Services (310)
- Other IT Services (399)

Minimum Qualification:

Education- Bachelors Degree

Industry Experience- 5+ Years

Management Experience - More than one year's experience leading a team

Additional Qualifications - MS Windows Server, MS Active Directory, and MS Exchange, Oracle, SQL, Linux

Job Functions:

Specialized in the analysis and application of network security practices within an organization/agency. Designs and develops Systems Testing and Evaluation (ST&E) services included in the process of helping an organization/agency obtain an Authority To Operate (ATO) on its systems and/or environment. Familiar with National Institute of Standards and Technology (NIST) and/or Department of Defense IA Certification and Accreditation Process standards. Demonstrates expertise in common concepts, practices, and procedures within a particular field. May provide consultation on complex projects and is considered to be an expert in the field. Relies on extensive experience and judgment to plan and accomplish goals.



Points of Contact IT Schedule 70

For general questions regarding MAS IT Schedule 70 Contracting:

Customer Service

Phone: 1-877-446-IT70 (4870)

Email: IT.Center@gsa.gov

For questions regarding eOffer submission or Certifications:

Vendor Support Center

visit www.gsa.gov/vsc.

Phone: 1-877-495-4849

For general questions regarding HSPD 12:

Email: hspd12@gsa.gov

Phone: 1-703-605-2727

For general questions regarding COMSATCOM:

Email: fasnetworkservice@gsa.gov

Phone: 1-877-387-2001