



# General Services Administration (GSA) Federal Supply Service

## Authorized Federal Supply Schedule Price List

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### **SCHEDULE TITLE: 70**

### **IT Professional Services (132-51), Order-Level Materials (70 500)**

Prices Shown Herein Are Net (Discount Deducted)

Contract Number: 47QTCA20D007Z

Contract Period: March 26, 2020 through March 25, 2025

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

## **1. Scope**

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

## **2. Performance Incentives I-FSS-60 Performance Incentives (April 2000)**

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

## **3. Order**

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

## **4. Performance of Services**

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

- b. The Contractor agrees to render services only during normal working hours, unless otherwise agreed to by the Contractor and the ordering activity.
- c. The ordering activity should include the criteria for satisfactory completion for each task in the Statement of Work or Delivery Order. Services shall be completed in a good and workmanlike manner.
- 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 rate 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 of 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 552.212-4 CONTRACT TERMS AND CONDITIONS-COMMERCIAL ITEMS (JAN 2017) (DEVIATION – FEB 2007)(DEVIATION – FEB 2018) for Firm-Fixed Price orders; or GSAR 552.212-4 CONTRACT TERMS AND CONDITIONS-COMMERCIAL ITEMS (JAN 2017)(DEVIATION – FEB2018)(ALTERNATE I – JAN 2017)(DEVIATION – FEB 2007) for Time-and-Materials and Labor-Hour Contracts orders placed under this contract.

## 7. Responsibilities of the Contractor

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

## 8. Responsibilities of the Ordering Activity

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

## 9. Independent Contractor

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

## 10. Organizational Conflicts of Interest

- a. Definitions

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

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

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

- b. To avoid an organization 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 as FAR 9.508.

## 11.Invoices

The Contractor, upon completion of the work ordered, shall submit invoice 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 1 – 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 1 – 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

Labor Category	Minimum Experience	Functional Responsibility	Minimum Education
Program Manager	15 years	<ul style="list-style-type: none"> <li>• Serve as the single point of contact for the Contractor with the Government regarding this Contract vehicle.</li> <li>• Perform day-to-day management of overall Contract support operations.</li> <li>• Organize, direct, and coordinate the planning and production of all Contract support activities.</li> </ul>	Bachelors Degree
Senior Program Manager	20 years	<ul style="list-style-type: none"> <li>• Responsible for management and contract performance, personnel management and program administration, including planning, budgeting and cost control.</li> <li>• Establishes management and operating plans and procedures to ensure achievement of project objectives.</li> </ul>	Bachelors Degree

		<ul style="list-style-type: none"> <li>Assess performance of operating groups and individuals and directs actions as required to meet individual needs.</li> <li>Establishes and monitors adherence to master program plans and schedules.</li> <li>Accountable for overall program performance.</li> </ul>	
Systems Analyst	2 years	<ul style="list-style-type: none"> <li>Provide technical and administrative direction for personnel performing software development tasks, including the review of work products for correctness, adherence to the design concept and to user standards and for progress in accordance with schedules.</li> <li>Make recommendations, if needed, for approval of major systems installations. Prepare milestone status reports and deliveries/presentations on the system concept to colleagues, subordinates, and end user representatives.</li> </ul>	Bachelors Degree
Senior Software Engineer	5 years	<ul style="list-style-type: none"> <li>Analyze information requirements. Evaluate problems in workflow, organization, and planning. Develop appropriate corrective action.</li> </ul>	Bachelors Degree
Software Engineer	2 years	<ul style="list-style-type: none"> <li>Analyze information requirements. Evaluate problems in workflow, organization, and planning. Develop appropriate corrective action.</li> <li>Review and analyze system specifications. Prepare programming specifications.</li> <li>Analyze existing systems/subsystems for reusability benefits and needed changes. Prepare design plans and written analyses. Prepare unit and test scripts.</li> </ul>	Bachelors Degree
Senior Engineer	6 years	<ul style="list-style-type: none"> <li>Schedules, conducts, coordinates detailed phases of the engineering work.</li> <li>May supervise technicians.</li> <li>Works independently with general instructions but receives guidance and supervisory approval on unusual or complex problems.</li> </ul>	Bachelors Degree
Chief Engineer	20 years	<ul style="list-style-type: none"> <li>Formulates and designs scope and objectives.</li> <li>Provides review and audits of program technical performance and excellence.</li> </ul>	Masters Degree



		<ul style="list-style-type: none"> <li>• May lead and develop seminars, symposiums, and technical programs.</li> <li>• Develops distinctive new innovative tools, techniques or methods.</li> <li>• Demonstrates innovation in research</li> </ul>	
Principal Engineer	12 years	<ul style="list-style-type: none"> <li>• Technical lead to professional staff and customer in the analysis and design of physical, system sciences, and mathematical problems.</li> <li>• Develops and recommends methods of investigations to be followed in research and development programs, creating solutions to specific technical problems.</li> <li>• Expected to exercise technical supervisory authority as a major project leader.</li> </ul>	Bachelors Degree
Systems Engineer	2 years	<ul style="list-style-type: none"> <li>• Provides a broad knowledge of systems engineering, systems analysis, mathematics, computer science, information systems design and development and systems integration; analytical problem solving.</li> </ul>	Bachelors Degree
Senior Systems Engineer	5 years	<ul style="list-style-type: none"> <li>• Provides comprehensive knowledge of systems engineering, systems analysis, mathematics, computer science, information systems design and development, systems integration; analytical problem solving.</li> </ul>	Bachelors Degree
Principal Systems Engineer	12 years	<ul style="list-style-type: none"> <li>• Expert knowledge of systems engineering, systems analysis, mathematics, computer science, information systems design and development, systems integration; analytical problem solving</li> </ul>	Bachelors Degree
Principal Computer Scientist	12 years	<ul style="list-style-type: none"> <li>• Provides high-level design expertise for development of software systems in conjunction and analysis for computer systems.</li> <li>• Leads or serves as primary technical resource for a design team.</li> <li>• Oversees development and implementation of major software products and systems.</li> </ul>	Bachelors Degree
Project Analyst	6 years	<ul style="list-style-type: none"> <li>• Manages substantial program/technical support operations involving task assignments.</li> <li>• May plan transition of technical projects.</li> </ul>	Bachelors Degree

		<ul style="list-style-type: none"> <li>• May meet with government management officials regarding status of specific program/technical activities.</li> <li>• Provides support to publication of approved documentation.</li> <li>• Promotes awareness of project activities and accomplishments.</li> </ul>	
Programmer/Analyst	2 years	<ul style="list-style-type: none"> <li>• Plans, develops and documents computer applications.</li> <li>• Analyzes and evaluates existing or proposed systems.</li> <li>• Prepares program specifications.</li> <li>• Works under directions of senior programmers.</li> </ul>	Bachelors Degree
Senior Help Desk Analyst	2 years	<ul style="list-style-type: none"> <li>• Provides telephone assistance to customer system users regarding use of computer hardware and software.</li> <li>• May train and assist less senior help desk personnel.</li> </ul>	Bachelors Degree
Associate Computer Scientist	1 year	<ul style="list-style-type: none"> <li>• Conducts research and analysis.</li> <li>• Assists in designing products.</li> <li>• Programs computer software.</li> <li>• Performs software and systems testing, debugging.</li> </ul>	Bachelors Degree
Administrative Assistant	1 year	<ul style="list-style-type: none"> <li>• Provides clerical, secretarial and administrative support as required.</li> <li>• Responsible for general office administration functions.</li> </ul>	High School

## 17.GST LABOR CATEGORY RATES

<b>IT70 Labor Category</b>	<b>GSA IT70 Onsite Rate</b>
<b>Program Manager</b>	\$86.15
<b>Senior Program Manager</b>	\$95.72
<b>Systems Analyst</b>	\$74.66
<b>Senior Software Engineer</b>	\$74.66
<b>Software Engineer</b>	\$65.09
<b>Senior Engineer</b>	\$62.22
<b>Chief Engineer</b>	\$103.38
<b>Principal Engineer</b>	\$103.38
<b>Systems Engineer</b>	\$81.36
<b>Senior Systems Engineer</b>	\$114.86
<b>Principal Systems Engineer</b>	\$100.50
<b>Principal Computer Scientist</b>	\$71.79
<b>Project Analyst</b>	\$57.43
<b>Programmer/Analyst</b>	\$57.43
<b>Senior Help Desk Analyst</b>	\$52.64
<b>Associate Computer Scientist</b>	\$43.07
<b>Administrative Assistant</b>	\$43.07