



**AUTHORIZED FEDERAL SUPPLY SERVICE  
INFORMATION TECHNOLOGY GSA SCHEDULE 70 CONTRACT NO. GS-35F-0279M**

**PRICELIST  
GENERAL PURPOSE COMMERCIAL INFORMATION TECHNOLOGY  
EQUIPMENT, SOFTWARE AND SERVICES**

**SIN 33411 / 33411 STLOC - PURCHASE OF EQUIPMENT**

**SIN 54151 / 54151 STLOC - MAINTENANCE OF EQUIPMENT, REPAIR SERVICE, AND  
REPAIR PARTS/SPARE PARTS**

**SIN 54151S / 54151S -STLOC - INFORMATION TECHNOLOGY (IT) PROFESSIONAL  
SERVICES**

**Sai Systems International, Inc.**

**5 Research Drive**

**Shelton, CT 06484**

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**Fax: (203) 929-6948**

**[www.saisystems.com](http://www.saisystems.com)**

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**dshownkeen@tech.saisystems.com**

**Business Size/Status: Small Woman-Owned**

**Contract Number: GS-35F-0279M**

**Period Covered by Contract: 2/14/2002 - 2/13/2022**

**GENERAL SERVICES ADMINISTRATION  
FEDERAL SUPPLY SERVICE**

**Pricelist current through Modification #PS-0846 dated 1/11/2020**

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

## **DETAILED INFORMATION ABOUT SINS OFFERED**

### **SIN 33411/ 33411 STLOC - PURCHASE OF EQUIPMENT**

FSC CLASS 7010 - SYSTEM CONFIGURATION

Professional Workstations  
Other Systems Configuration Equipment, Not Elsewhere Classified

*NOTE: Installation MUST be incidental to, in conjunction with and in direct support of the products sold under SIN 33411 of this contract and CANNOT be purchased separately. If the construction, alteration or repair is segregable and exceeds \$2,000, then the requirements of the Davis-Bacon Act apply. In applying the Davis-Bacon Act, ordering activities are required to incorporate wage rate determinations into orders, as applicable.*

### **SIN 54151 / 54151 STLOC - MAINTENANCE OF EQUIPMENT, REPAIR SERVICE, AND REPAIR PARTS/SPARE PARTS (FPDS Code for Maintenance and Repair Service - J070; FSC Class for Repair Parts/Spare Parts - See FSC Class for basic equipment)**

- Maintenance
- Repair Service
- Repair Parts/Spare Parts

### **SIN 54151S / 54151S -STLOC - INFORMATION TECHNOLOGY (IT) PROFESSIONAL SERVICES**

FPDS Code D301 - IT Facility Operation and Maintenance  
FPDS Code D302 - IT Systems Development Services  
FPDS Code D306 - IT Systems Analysis Services  
FPDS Code D307 - Automated Information Systems Design and Integration Services  
FPDS Code D308 - Programming Services  
FPDS Code D310 - IT Backup and Security Services  
FPDS Code D311 - IT Data Conversion Services  
FPDS Code D313 - Computer Aided Design/Computer Aided Manufacturing (CAD/CAM) Services  
FPDS Code D316 - IT Network Management Services  
FPDS Code D317 - Creation/Retrieval of IT Related Automated News Services, Data Services, or  
Other Information Services (All other information services belong under Schedule 76)  
FPDS Code D399 - Other Information Technology Services, Not Elsewhere Classified

*Note 1: All non-professional labor categories must be incidental to and used solely to support hardware, software and/or professional services, and cannot be purchased separately.*

*Note 2: Offerors and Agencies are advised that the Group 70 – Information Technology Schedule is not to be used as a means to procure services which properly fall under the Brooks Act. These services include, but are not limited to, architectural, engineering, mapping, cartographic production, remote sensing, geographic information systems, and related services. FAR 36.6 distinguishes between mapping services of an A/E nature and mapping services which are not connected nor incidental to the traditionally accepted A/E Services.*

*Note 3: This solicitation is not intended to solicit for the reselling of IT Professional Services, except for the provision of implementation, maintenance, integration, or training services in direct support of a product. Under such circumstances the services must be performed by the publisher or manufacturer or one of their authorized agents.*

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

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

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

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

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

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

**1. GEOGRAPHIC SCOPE OF CONTRACT**

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

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

Offerors are requested to check one of the following boxes:

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

**2. CONTRACTOR'S ORDERING ADDRESS AND PAYMENT INFORMATION**

**CONTRACTOR'S ORDERING ADDRESS:** Sai Systems International, Inc.  
Don Shownkeen  
5 Research Drive  
Shelton, CT 06484

**CONTRACTOR'S PAYMENT ADDRESS:** Sai Systems International, Inc.  
Don Shownkeen  
5 Research Drive  
Shelton, CT 06484

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

The following telephone number(s) can be used by ordering activities to obtain technical and/or ordering assistance:

**Don Shownkeen, (203) 929-0790**  
**ext. 5206**  
\_\_\_\_\_

### 3. LIABILITY FOR INJURY OR DAMAGE

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

### 4. STATISTICAL DATA FOR GOVERNMENT ORDERING OFFICE COMPLETION OF STANDARD FORM 279

Block 9: G. Order/Modification Under Federal Schedule  
Block 16: Data Universal Numbering System (DUNS) Number - **879774248**  
Block 30: Type of Contractor – **B. Other Small Business**  
Block 31: Woman-Owned Small Business – **Yes**  
Block 36: Contractor's Taxpayer Identification Number (TIN) – **06-1384395**

4a. CAGE Code: **0HJB3**

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

### 5. FOB DESTINATION

### 6. DELIVERY SCHEDULE

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

| SPECIAL ITEM NUMBER   | DELIVERY TIME<br>(Days ARO)           |
|-----------------------|---------------------------------------|
| 33411/ 33411STLOC     | 30 Days ARO                           |
| 54151 / 54151 STLOC   | To be negotiated with ordering agency |
| 54151S / 54151S STLOC | To be negotiated with ordering agency |

  

| SPECIAL ITEM NUMBER   | EXPEDITED DELIVERY TIME<br>(Days ARO) |
|-----------------------|---------------------------------------|
| 33411/ 33411STLOC     | To be negotiated with ordering agency |
| 54151 / 54151 STLOC   | To be negotiated with ordering agency |
| 54151S / 54151S STLOC | To be negotiated with ordering agency |

  

| SPECIAL ITEM NUMBER   | OVERNIGHT & 2- DAY DELIVERY TIME<br>(Days ARO) |
|-----------------------|--|
| 33411/ 33411 STLOC    | To be negotiated with ordering agency          |
| 54151 / 54151 STLOC   | To be negotiated with ordering agency          |
| 54151S / 54151S STLOC | To be negotiated with ordering agency          |

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

### 7. DISCOUNTS

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

- Prompt Payment: **1%** - **20 days** from receipt of invoice or date of acceptance, whichever is later.
- Quantity: **SIN 33411 See Pricing, 54151 None, 54151S None**
- Dollar Volume: **1% discount for all single orders that exceed \$100K**
- Government Educational Institutions: **Offered the same discounts as all other Government customers**

e. Other: None

**8. TRADE AGREEMENTS ACT OF 1979, as amended**

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

**9. STATEMENT CONCERNING AVAILABILITY OF EXPORT PACKING**

Available as extra charge outside the scope of this contract.

**10. SMALL REQUIREMENT** The minimum dollar value of orders to be issued is **\$100.00**.

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

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

Special Item Number 33411- Purchase of Equipment

Special Item Number 54151 – Maintenance of Equipment, Repair Service, and Repair Parts/Spare Parts

Special Item Number 54151S - Information Technology (IT) Professional Services

**12. ORDERING PROCEDURES FOR FEDERAL SUPPLY SCHEDULE CONTRACTS**

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

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

**13. FEDERAL INFORMATION TECHNOLOGY/TELECOMMUNICATION STANDARDS REQUIREMENTS**

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

**13.1 FEDERAL INFORMATION PROCESSING STANDARDS PUBLICATIONS (FIPS PUBS)**

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

**13.2 FEDERAL TELECOMMUNICATION STANDARDS (FED-STDS)**

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



information by mail. Information concerning their applicability can be obtained by writing or calling the U.S. Department of Commerce, National Institute of Standards and Technology, Gaithersburg, MD 20899, telephone number (301)975-2833

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

(a) Security Clearances: The Contractor may be required to obtain/possess varying levels of security clearances in the performance of orders issued under this contract. All costs associated with obtaining/possessing such security clearances should be factored into the price offered under the Multiple Award Schedule.

(b) Travel: The Contractor may be required to travel in performance of orders issued under this contract. Allowable travel and per diem charges are governed by Pub .L. 99-234 and FAR Part 31, and are reimbursable by the ordering agency or can be priced as a fixed price item on orders placed under the Multiple Award Schedule. The Industrial Funding Fee does NOT apply to travel and per diem charges.

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

(c) Certifications, Licenses and Accreditations: As a commercial practice, the Contractor may be required to obtain/possess any variety of certifications, licenses and accreditations for specific FSC/service code classifications offered. All costs associated with obtaining/ possessing such certifications, licenses and accreditations should be factored into the price offered under the Multiple Award Schedule program.

(d) Insurance: As a commercial practice, the Contractor may be required to obtain/possess insurance coverage for specific FSC/service code classifications offered. All costs associated with obtaining/possessing such insurance should be factored into the price offered under the Multiple Award Schedule program.

(e) Personnel: The Contractor may be required to provide key personnel, resumes or skill category descriptions in the performance of orders issued under this contract. Ordering activities may require agency approval of additions or replacements to key personnel.

(f) Organizational Conflicts of Interest: Where there may be an organizational conflict of interest as determined by the ordering agency, the Contractor's participation in such order may be restricted in accordance with FAR Part 9.5.

(g) Documentation/Standards: The Contractor may be requested to provide products or services in accordance with rules, regulations, OMB orders, standards and documentation as specified by the agency's order.

(h) Data/Deliverable Requirements: Any required data/deliverables at the ordering level will be as specified or negotiated in the agency's order.

(i) Government-Furnished Property: As specified by the agency's order, the Government may provide property, equipment, materials or resources as necessary.

(j) Availability of Funds: Many Government agencies' operating funds are appropriated for a specific fiscal year. Funds may not be presently available for any orders placed under the contract or any option year. The Government's obligation on orders placed under this contract is contingent upon the availability of appropriated funds from which payment for ordering purposes can be made. No legal liability on the part of the Government for any payment may arise until funds are available to the ordering Contracting Officer.

#### **15. CONTRACT ADMINISTRATION FOR ORDERING ACTIVITIES**

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

#### **16. GSA ADVANTAGE!**

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

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



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

## 17. PURCHASE OF OPEN MARKET ITEMS

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

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

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

## 18. CONTRACTOR COMMITMENTS, WARRANTIES AND REPRESENTATIONS

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

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

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

## 19. OVERSEAS ACTIVITIES

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

### **Not Applicable**

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

## 20. BLANKET PURCHASE AGREEMENTS (BPAs)

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

## 21. CONTRACTOR TEAM ARRANGEMENTS

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

## 22. INSTALLATION, DEINSTALLATION, REINSTALLATION

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

The ordering activity issuing the task order against this contract will be responsible for proper administration and enforcement of the Federal labor standards covered by the Davis-Bacon Act. The proper Davis-Bacon wage determination will be issued by the ordering activity at the time a request for quotations is made for applicable construction classified installation, deinstallation, and reinstallation services under SIN 33411

## 23. SECTION 508 COMPLIANCE

If applicable, Section 508 compliance information on the supplies and services in this contract are available in Electronic and Information Technology (EIT) at the following: **Not Applicable**

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

## 24. PRIME CONTRACTOR ORDERING FROM FEDERAL SUPPLY SCHEDULES

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

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

(b) The following statement:

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

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

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

(b) Before commencing work under this contract, the Contractor shall notify the Contracting Officer in writing that the required insurance has been obtained. The policies evidencing required insurance shall contain an endorsement to the effect that any cancellation or any material change adversely affecting the Government's interest shall not be effective—

(1) For such period as the laws of the State in which this contract is to be performed prescribe; or

(2) Until 30 days after the insurer or the Contractor gives written notice to the Contracting Officer, whichever period is longer.

(c) The Contractor shall insert the substance of this clause, including this paragraph (c), in subcontracts under this contract that require work on a Government installation and shall require subcontractors to provide and maintain the insurance required in the Schedule or elsewhere in the contract. The Contractor shall maintain a copy of all subcontractors' proofs of required insurance, and shall make copies available to the Contracting Officer upon request.

## 26. SOFTWARE INTEROPERABILITY

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

## 27. ADVANCE PAYMENTS

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

# TERMS AND CONDITIONS APPLICABLE TO PURCHASE OF GENERAL PURPOSE COMMERCIAL INFORMATION TECHNOLOGY EQUIPMENT (SPECIAL ITEM NUMBER 33411/ 33411 STLOC)

## 1. MATERIAL AND WORKMANSHIP

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

## 2. ORDER

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

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

## 3. TRANSPORTATION OF EQUIPMENT

FOB DESTINATION. Prices cover equipment delivery to destination, for any location within the geographic scope of this contract (Continental United States – 48 States).

## 4. INSTALLATION AND TECHNICAL SERVICES

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

(1) Installation: Installation is not available from the Contractor under the scope of this contract. All equipment provided under this contract is considered normally to be self-installable.

(2) Operating and Maintenance Manuals: The Contractor shall furnish the Government one (1) copy of all operating and maintenance manuals relating to the equipment being delivered that is normally provided commercially at no charge.

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

The ordering activity issuing the task order against this contract will be responsible for proper administration and enforcement of the Federal labor standards covered by the Davis-Bacon Act. The proper Davis-Bacon wage determination will be issued by the ordering activity at the time a request for quotations is made for applicable construction classified installation, deinstallation, and reinstallation services under SIN 33411/ 33411 STLOC.

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

## 5. INSPECTION/ACCEPTANCE

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

## 6. WARRANTY

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

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

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

d. If inspection and repair of defective equipment under this warranty will be performed at the Contractor's plant, the address is as follows: **Sai Systems International, Inc., 5 Research Drive, Shelton, CT 06484, Phone (203) 929-0790.**

The Government should not return defective equipment to the Contractor for adjustments and repairs or replacement without Contractor's prior consultation, instruction, and issuance of an RMA (Return Materials Authorization). To obtain an RMA form, please contact Contractor's RMA Department at (203) 929-0790.

## 7. PURCHASE PRICE FOR ORDERED EQUIPMENT

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

## 8. RESPONSIBILITIES OF THE CONTRACTOR

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

## 9. TRADE-IN OF INFORMATION TECHNOLOGY EQUIPMENT

When an ordering activity determines that Information Technology equipment will be replaced, the ordering activity shall follow the contracting policies and procedures in the Federal Acquisition Regulation (FAR), the policies and procedures regarding disposition of information technology excess personal property in the Federal Property Management Regulations (FPMR) (41 CFR 101-43.6), and the policies and procedures on exchange/sale contained in the FPMR (41 CFR part 101-46).

**TERMS AND CONDITIONS APPLICABLE TO MAINTENANCE, REPAIR  
SERVICE AND REPAIR PARTS/SPARE PARTS FOR GOVERNMENT-OWNED  
GENERAL PURPOSE COMMERCIAL INFORMATION TECHNOLOGY  
EQUIPMENT (AFTER EXPIRATION OF GUARANTEE/WARRANTY  
PROVISIONS AND/OR WHEN REQUIRED SERVICE IS NOT COVERED  
BY GUARANTEE/WARRANTY PROVISIONS) AND FOR LEASED EQUIPMENT  
(SPECIAL ITEM NUMBER 54151 / 54151 STLOC)**

## 1. SERVICE AREAS

a. The maintenance and repair service rates listed herein are applicable to any Government location within the scope of the contract. If any additional charge is to apply because of the greater distance from the Contractor's service locations, the mileage rate or other distance factor shall be stated in paragraphs 8.d and 9.d of this Special Item Number 54151 / 54151 STLOC.

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

**Sai Systems International, Inc.  
5 Research Drive  
Shelton, CT 06484**

The third party maintenance is provided by our teaming partner:

**Global Technology Services  
PO Box 1451  
Paintsville, KY 41240  
Phone numbers: 1-800-272-8326  
Contact: David Trimble, (606) 789-1100, x116  
Terry Jude, (606) 789-1100, x115  
Calhoun Salyer, (606) 789-1100, x130**

## 2. MAINTENANCE ORDER

a. Agencies may use written orders, EDI orders, credit card orders, or BPAs, for ordering maintenance under this contract. The Contractor shall confirm orders within fifteen (15) calendar days from the date of receipt, except that confirmation of orders shall be considered automatic for renewals for maintenance (Special Item Number 54151 / 54151 STLOC). Automatic acceptance of order renewals for maintenance service shall apply for machines which may have been discontinued from use for temporary periods of time not longer than 120 calendar days. If the order is not confirmed by the Contractor as prescribed by this paragraph, the order shall be considered to be confirmed by the Contractor.

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

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

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

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

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

### **3. REPAIR SERVICE AND REPAIR PARTS/SPARE PARTS ORDERS**

- a. Agencies may use written orders, EDI orders, credit card orders, blanket purchase agreements (BPAs), or small order procedures for ordering repair service and/or repair parts/spare parts under this contract. Orders for repair service shall not extend beyond the end of the contract period.
- b. When repair service is ordered, only one chargeable repairman shall be dispatched to perform repair service, unless the ordering activity agrees, in advance, that additional repair personnel are required to effect repairs.

### **4. LOSS OR DAMAGE**

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

### **5. SCOPE**

- a. The Contractor shall provide maintenance for all equipment listed herein, as requested by the ordering activity during the contract term. Repair service and repair parts/spare parts shall apply exclusively to the equipment types/models within the scope of this Information Technology Schedule.
- b. Equipment placed under maintenance service shall be in good operating condition.
  - (1) In order to determine that the equipment is in good operating condition, the equipment shall be subject to inspection by the Contractor, without charge to the ordering activity.
  - (2) Costs of any repairs performed for the purpose of placing the equipment in good operating condition shall be borne by the Contractor, if the equipment was under the Contractor's guarantee/warranty or maintenance responsibility prior to the effective date of the maintenance order.
  - (3) If the equipment was not under the Contractor's responsibility, the costs necessary to place the equipment in proper operating condition are to be borne by the ordering activity, in accordance with the provisions of Special Item Number 54151 / 54151 STLOC (or outside the scope of this contract).

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

- a. Ordering activity personnel shall not perform maintenance or attempt repairs to equipment while such equipment is under the purview of a maintenance order, unless agreed to by the Contractor.
- b. Subject to security regulations, the ordering activity shall permit access to the equipment which is to be maintained or repaired.

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

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

### **8. MAINTENANCE RATE PROVISIONS**

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



b. REGULAR HOURS

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

c. AFTER HOURS

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

d. TRAVEL AND TRANSPORTATION

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

Not Applicable

---

e. QUANTITY DISCOUNTS

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

| Quantity Range    | Discounts |
|-------------------|-----------|
| <u>None</u> Units | _____ %   |
| _____ Units       | _____ %   |
| _____ Units       | _____ %   |

9. REPAIR SERVICE RATE PROVISIONS

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

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

c. TRAVEL OR TRANSPORTATION

(1) AT THE CONTRACTOR'S SHOP

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

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

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

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

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

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

(b) When the overall travel charge computed at the above mileage rate is unreasonable (considering the time required for travel, actual and necessary transportation costs, and the allowable ordering activity per diem rate for each night the repairman is required



to remain overnight at the ordering activity location), the ordering activity shall have the option of reimbursing the Contractor for actual costs, provided that the actual costs are reasonable and allowable. The Contractor shall furnish the ordering activity with a report of travel performed and related expenses incurred. The report shall include departure and arrival dates, times, and the applicable mode of travel.

d. LABOR RATES

(1) REGULAR HOURS

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

(2) AFTER HOURS

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

(3) SUNDAYS AND HOLIDAYS

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

REPAIR SERVICE RATES

| LOCATION   | MINIMUM CHARGE | REGULAR HOURS PER HOUR** | AFTER HOURS PER HOUR** | SUNDAY'S AND HOLIDAYS PER HOUR |
|--|----------------|--------------------------|------------------------|--------------------------------|
| CONTRACTOR'S SHOP  | \$99.00        | \$99.00                  | Not Available          | Not Available                  |
| ORDERING ACTIVITY LOCATION (WITHIN ESTABLISHED SERVICE AREAS)  | Not Available  | Not Available            | Not Available          | Not Available                  |
| ORDERING ACTIVITY LOCATION (OUTSIDE ESTABLISHED SERVICE AREAS) | Not Available  | Not Available            | Not Available          | Not Available                  |

\*MINIMUM CHARGES INCLUDE 1 FULL HOURS ON THE JOB.

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

10. REPAIR PARTS/SPARE PARTS RATE PROVISIONS

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

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

a. REPAIR SERVICE

All repair work will be guaranteed/warranted for a period of N/A

b. REPAIR PARTS/SPARE PARTS

All parts, furnished either as spares or repairs parts will be guaranteed/warranted for a period N/A

## 12. INVOICES AND PAYMENTS

### a. Maintenance Service

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

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

### b. Repair Service and Repair Parts/Spare Parts

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

## TERMS AND CONDITIONS APPLICABLE TO INFORMATION TECHNOLOGY (IT) PROFESSIONAL SERVICES (SPECIAL ITEM NUMBER 54151S / 54151S STLOC)

### 1. SCOPE

a. The prices, terms and conditions stated under Special Item Number 54151S / 54151S STLOC Information Technology Professional Services apply exclusively to IT Services within the scope of this Information Technology Schedule.

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

### 2. PERFORMANCE INCENTIVES

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

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

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

### 3. ORDER

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

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

### 4. PERFORMANCE OF SERVICES

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

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

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

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

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

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

(1) Cancel the stop-work order; or

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

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

(1) The stop-work order results in an increase in the time required for, or in the Contractor's cost properly allocable to, the performance of any part of this contract; and

(2) The Contractor asserts its right to the adjustment within 30 days after the end of the period of work stoppage; provided, that, if the Contracting Officer decides the facts justify the action, the Contracting Officer may receive and act upon the claim submitted at any time before final payment under this contract.

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

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

## **6. INSPECTION OF SERVICES**

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

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

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

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

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

## **9. INDEPENDENT CONTRACTOR**

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

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

### **a. Definitions.**

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

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

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

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

## **11. INVOICES**

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

## **12. PAYMENTS**

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

## **13. RESUMES**

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

## **14. INCIDENTAL SUPPORT COSTS**

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

## **15. APPROVAL OF SUBCONTRACTS**

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

## 16. DESCRIPTION OF IT SERVICES AND PRICING

Please refer to the information beginning on page # 22.

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

#### PREAMBLE

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

#### COMMITMENT

To actively seek and partner with small businesses.

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

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

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

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

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

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

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

**Don Shownkeen, General Manager**

**Phone: (203) 929-0790 ext. 5206**

**E-mail: [dshownkeen@tech.saisystems.com](mailto:dshownkeen@tech.saisystems.com)**

**Fax: (203) 929-6948**

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

(Insert Customer Name)

In the spirit of the Federal Acquisition Streamlining Act (ordering activity) and **Sai Systems International, Inc.** enter into a cooperative agreement to further reduce the administrative costs of acquiring commercial items from the General Services Administration (GSA) Federal Supply Schedule Contract(s) **GS-35F-0279M**.

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

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

Signatures

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
Contractor

\_\_\_\_\_  
Date

(CUSTOMER NAME)  
BLANKET PURCHASE AGREEMENT

Pursuant to GSA Federal Supply Schedule Contract Number(s) **GS-35F-0279M**, Blanket Purchase Agreements, **Sai Systems International, Inc.** agrees to the following terms of a Blanket Purchase Agreement (BPA) EXCLUSIVELY WITH (ordering activity):

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

| MODEL NUMBER/PART NUMBER | *SPECIAL BPA DISCOUNT/PRICE |
|--------------------------|-----------------------------|
| _____                    | _____                       |
| _____                    | _____                       |
| _____                    | _____                       |

(2) Delivery:

| DESTINATION | DELIVERY SCHEDULES / DATES |
|-------------|----------------------------|
| _____       | _____                      |
| _____       | _____                      |
| _____       | _____                      |

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

(4) This BPA does not obligate any funds.

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

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

| OFFICE | POINT OF CONTACT |
|--------|------------------|
| _____  | _____            |
| _____  | _____            |
| _____  | _____            |

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

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

- (a) Name of Contractor;
- (b) Contract Number;
- (c) BPA Number;
- (d) Model Number or National Stock Number (NSN);
- (e) Purchase Order Number;
- (f) Date of Purchase;
- (g) Quantity, Unit Price, and Extension of Each Item (unit prices and extensions need not be shown when incompatible with the use of automated systems; provided, that the invoice is itemized to show the information); and
- (h) Date of Shipment.

(9) The requirements of a proper invoice are specified in the Federal Supply Schedule contract. Invoices will be submitted to the address specified within the purchase order transmission issued against this BPA.

(10) The terms and conditions included in this BPA apply to all purchases made pursuant to it. In the event of an inconsistency between the provisions of this BPA and the Contractor's invoice, the provisions of this BPA will take precedence.



## BASIC GUIDELINES FOR USING “CONTRACTOR TEAM ARRANGEMENTS”

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

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

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

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

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

Here is a general outline on how it works:

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

## GSA LABOR CATEGORY DESCRIPTIONS

### **Job Title: Senior Acquisition Specialist**

**Minimum/General Experience:** Six to nine years of experience supporting large-scale procurements from mission requirements to contract award. Requires competence in planning and implementing highly complex assignments involving the conceptualization of acquisition strategies, formulation of contracting plans, and development of source selection approaches. Possesses knowledge of diverse program management and acquisition processes including the preparation of RFPs and proposals in Information Technology industry. Experience in management and cost control of large Information Technology projects and data centers with heterogeneous technologies ranging from Web, Java and DotNet to middleware software engines to mainframe technologies.

**Functional Responsibility:** Supports major systems development and source selection efforts. Works from broad definitions of goals and desired results, independently establishing specific objectives, methods and timetables for smoother running of project.

**Minimum Education:** Bachelor's Degree in IT/Computer Science

### **Job Title: Senior Acquisition Program Management Specialist**

**Minimum/General Experience:** Twenty years of technical experience developing systems or complex acquisitions. (A Doctorate degree and fifteen years experience may be substituted.) Recognized as one of the best in the field with unique knowledge of best program & contract management, acquisition, and system development practices. Can provide advice and counsel at the highest levels. Has the capability to analyze and assess the functional requirements and system specifications in a conceptual mode to implementation mode.

**Functional Responsibility:** Identifies potential problem areas that could cause the program serious political and financial difficulties and recommends workable, practical solutions. Plans and implements highly complex assignments involving conceptualizing acquisition strategies, formulation of contracting plans, and development of source selection approaches. Chairs or facilitates meetings and panels to discuss concerns about the system under development. Prepares briefings and technical reports for the system Program Manager. Has the ability to explain complex problems in simple terms

**Minimum Education:** Masters Degree or equivalent in Computer Science or related field

**Job Title: Senior Project Manager**

**Minimum/General Experience:** Ten or more years of experience in relevant fields and five years experience managing task orders or groups of task orders affecting the same common/standard/migration system from mainframe to client server. Requires competence in project development from inception to deployment and providing guidance and direction in software engineering tasks. Possesses knowledge of best practices in the management and control of personnel, and resources for multi-task information system projects.

**Functional Responsibility:** Directs completion of tasks within estimated time frames and budget constraints. Schedules and assigns duties to subordinates and programmers and ensures assignments are completed as directed. Enforces work standards and reviews/resolves work discrepancies to ensure compliance with contract requirements.

**Minimum Education:** Bachelor's Degree in IT/Computer Science

**Job Title: Senior Program Manager**

**Minimum/General Experience:** Twelve or more years of experience in relevant fields managing technical projects in both hardware and software and programs as the single authorized interface. Requires competence in complete program development from inception to deployment and has a demonstrated ability to provide guidance and direction at the program level. Possesses knowledge of best practices in the management and control of personnel, funds and resources for directing information system hardware/software programs & managing the hardware team.

**Functional Responsibility:** Formulates and enforces work standards, assigns program schedules, reviews work, supervises program personnel, and communicates policies, purposes, and goals of the organization to subordinates. Is responsible for overall program performance.

**Minimum Education:** Bachelor's Degree in IT/Computer Science

**Job Title: Help Desk Manager**

**Minimum/General Experience:** Possesses good working knowledge of PC operating systems as well as networking and PC applications. Four years of experience providing support to users in the areas of e-mail, directories, standard desktop applications, and applications developed by the customer, including some experience supervising help desk staff. Requires ability to prioritize problems, and work with customers under difficult and stressful circumstances. Must have ability to prepare troubleshooting and resolution reports.

**Functional Responsibility:** Oversees help desk staff, and manages the user support operations. Interfaces with customers and technical staff on a daily basis. Responsible for collecting help desk metrics, and analyzing and identifying problem report trends. Escalates issues to management. Responsible for emergency or disaster recovery procedures which relate to the user support functions. Prepares trouble resolution reports, status reports, and recommendations to management based on trend analysis.

**Minimum Education:** Bachelor's Degree in IT/Computer Science

**Job Title: Technical Writer**

**Minimum/General Experience:** Three to five years of experience developing and preparing complex technical publications. Requires competence-preparing documents such as user manuals, training materials, installation guides, proposals, and reports (like Microsoft Products)

**Functional Responsibility:** Gathers, organizes, analyzes and composes technical information. Edits functional descriptions, system specifications, user manuals, special reports or any other customer deliverables and documents. Conducts research and ensures the use of proper technical terminology. Translates technical information into clear, readable documents to be used by technical and non-technical personnel.

**Minimum Education:** Bachelor's Degree in IT/Computer Science

**Job Title: Training Specialist**

**Minimum/General Experience:** Three to five years of experience developing and conducting courses to educate technical and nontechnical personnel in computer technology fields. Requires competence preparing curriculum and teaching documents such as training manuals. Should know how to operate multimedia equipment. Have good knowledge in Visual Basic & other Microsoft Products.

**Functional Responsibility:** Gathers, organizes and composes teaching materials. Conducts training courses and seminars. May provide one-on-one coaching and assistance, as well as assisting with automated training materials or computer-based training (CBT).

**Minimum Education:** Bachelor's Degree in IT/Computer Science

**Job Title: Junior Systems Analyst**

**Minimum/General Experience:** Possesses general knowledge of computer and database technology. One to two years experience in analyzing information requirements. Requires competence in evaluating problems of workflows, organization, and planning. Technical knowledge in C, Java, Oracle, Visual Basic desired.

**Functional Responsibility:** Assists in developing plans for automated information systems. Assists in defining problems and developing system requirements and program specifications. Works under supervision, and coordinates closely with programmers to ensure proper implementation of program and system specifications.

**Minimum Education:** Bachelor's Degree in IT/Computer Science

**Job Title: Systems Analyst**

**Minimum/General Experience:** Four to six years of technical experience analyzing and supporting the design of computer systems. Knowledge of Software development & Project Life Cycle Management is desired.

**Functional Responsibility:** Analyzes user interfaces, workload and computer usage, outside system interfaces, downtimes, system modifications, information to be processed & database knowledge. Defines problems and develops system requirements.

**Minimum Education:** Bachelor's Degree in IT/Computer Science

**Job Title: Senior Systems Analyst**

**Minimum/General Experience:** Six to Ten years of technical experience analyzing and designing computer systems. May provide technical and administrative direction for personnel performing system and 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. Requires competence in systems analysis. Possesses knowledge of current storage and retrieval methods and demonstrated ability to formulate specifications for computer programmers to use in coding, testing, and debugging of computer programs. Database knowledge is desirable.

**Functional Responsibility:** Coordinates with the Project Manager to ensure problem solution and user satisfaction. Makes recommendations, if needed, for approval of major software methodologies. Prepares milestone status reports and

deliveries/presentations on the system concept to colleagues, subordinates, and end user representatives. May provide daily supervision and direction to support staff.

**Minimum Education:** Bachelor's Degree in IT/Computer Science

**Job Title: Requirements Analyst**

**Minimum/General Experience:** Six to nine years experience in Government financial and software management. Possesses working knowledge of the planning, programming and quality assurance systems. Familiar with the budget process and getting requirements from client.

**Functional Responsibility:** Advises and recommends areas of program planning, business management, budget execution and program coordination. Prepares needs assessment. Validates resource requirements and develops cost estimate for software quality assurance & development.

**Minimum Education:** Bachelor's Degree in IT/Computer Science

**Job Title: Information Technologist**

**Minimum/General Experience:** Recognized expert in the field of information technology. Ten years of technical experience providing internal/external consulting services to management and technical staff in solving complex information issues. Requires competence in field of expertise, such as technology assessment, feasibility studies and cost/benefit analyses, hardware and software evaluation, developing IS standards and methodologies, and business process re-engineering. Possesses knowledge of the state-of-the-art in information technology and systems management.

**Functional Responsibility:** Provides advice and guidance regarding the design, development, installation, operation, and maintenance of complex information systems.

**Minimum Education:** Bachelor's Degree or equivalent in Computer Science, Engineering, or related field (Master's Degree preferred)

**Job Title: Senior Information Technologist**

**Minimum/General Experience:** Recognized leader in the field of information technology. Fifteen or more years of technical experience providing internal/external consulting services to management and technical staff in solving complex information issues. Requires competence in field of expertise, such as technology assessment, feasibility studies and cost/benefit analyses, hardware and software evaluation, developing IS standards and methodologies, and business process re-engineering. Possesses knowledge of the state-of-the-art in information technology and systems management.

**Functional Responsibility:** Provides advice and guidance regarding the design, development, installation, operation, and maintenance of complex information systems.

**Minimum Education:** Master's Degree in Computer Science, Engineering, or related field

**Job Title: Applications Programmer**

**Minimum/General Experience:** Two to three years of technical experience as an applications programmer. Requires competence in analyzing functional business applications and design specifications for functional activities. Possesses knowledge of computer equipment and the ability to develop software to satisfy design objectives. Requires competence in analysis and design of system applications. Possesses knowledge of system and database management concepts. Knowledge of programming languages such as C++/Visual Basic/Visual C++ or Mainframe language like COBOL is desirable.

**Functional Responsibility:** Develops block diagrams and logic flow charts. Translates detailed design into computer software. Supports testing, debugging, and refining the computer software to produce the required product. Helps prepare both program-level and user-level documentation. Enhances software to reduce operating time or improve efficiency.

**Minimum Education:** Bachelor's Degree in IT/Computer Science

**Job Title: Senior Applications Programmer**

**Minimum/General Experience:** Four or more years of technical experience as an applications programmer. Possesses detailed knowledge of software design and attendant problems. In-depth experience in the analysis and design of system applications. Possesses knowledge of system and database management concepts. Knowledge of programming languages such as C++/Visual Basic/Visual C++ or Mainframe language COBOL & database Sybase desirable.

**Functional Responsibility:** Develops block diagrams and logic flow charts, and translates detailed design into computer software. Leads the testing, debugging, and refining of computer software to produce the required product. Prepares preparation of program-level and user-level documentation. Analyses coding problems and suggests improvements to procedures. Reviews existing programs and assists in making refinements, reducing operating time, and improving current techniques. Supervises software configuration management. May provide technical direction to programmers to ensure program deadlines are met.

**Minimum Education:** Bachelor's Degree in IT/Computer Science

**Job Title: Special Applications Programmer**

**Minimum/General Experience:** Four or more years of general programming experience. One to three years of technical experience designing and programming in new or in-demand software applications or systems is desirable. Requires competence in the design and implementation of computer or database management systems, and possesses knowledge of the state-of-the-art in software/database engineering methodologies, CASE tools, and design techniques, as well as applicable software/database standards (i.e., Java, Java Script, JSP, JDBC programming, web applications design, with Weblogic or equivalent).

**Functional Responsibility:** Analyzes and studies system requirements. Designs software tools and subsystems to support software and domain analyses and manages their implementation. Manages software development and support using formal specifications, data flow diagrams, and other accepted design techniques and tools. Reviews existing programs and assists in making refinements, reducing operating time, and improving current techniques. Supervises software configuration management. May provide technical direction to programmers to ensure program deadlines are met.

**Minimum Education:** Bachelor's Degree in IT/Computer Science

**Job Title: Database Management Specialist**

**Minimum/General Experience:** Three to five years of experience in the use of database management systems. Requires competence in current DBMS technologies and application design using DBMS languages. Possesses knowledge of products, tools and techniques for database design and development. Knowledge of Oracle/Sybase/DB2/SQL Server is desirable.

**Functional Responsibility:** Evaluates and recommends available DBMS products to support validated user requirements. Defines file organization, indexing methods, and security procedures for specific user applications. Maintains databases on day-to-day basis. May be responsible for backup and recovery operations for DBMS servers.

**Minimum Education:** Bachelor's Degree in IT/Computer Science

**Job Title: Senior Database Management Specialist**

**Minimum/General Experience:** Six to nine years of experience in the design and administration of database management systems. Requires in-depth knowledge of DBMS design and system analysis. Possesses experience working with current operating systems, software internals, and data manipulation languages. Knowledge of Oracle/Sybase/DB2/SQL Server is desirable.

**Functional Responsibility:** Manages the development of database projects. Plans and budgets staff and database resources. Reallocates resources to maximize benefits. Problem-solves and analyzes potential database risks. May provide daily supervision and direction to support staff, and oversees daily database operations.

**Minimum Education:** Bachelor's Degree in IT/Computer Science

**Job Title: Systems Engineer**

**Minimum/General Experience:** Six years of technical experience performing requirements analysis for, and system design of, computer systems, development of applications. Requires competence in structured analysis and architecture design concepts/methods. Knowledge of Visual Basic/Sybase & with Unix or Windows NT is desirable. Any GUI knowledge is a real plus.

**Functional Responsibility:** Analytically and systematically evaluates problems of workflows, organization, and planning and develops computer system solutions. Designs architecture to include the software, hardware, and communications to support the total requirements as well as provides for present and future cross-functional requirements and interfaces.

**Minimum Education:** Bachelor's Degree or equivalent in Computer Science, Engineering, or related field

**Job Title: Senior Systems Engineer**

**Minimum/General Experience:** Nine or more years of technical experience performing requirements analysis for, and system design of, enterprise-wide or large scale computer systems. Requires in-depth understanding of structured analysis and complex architecture design concepts/methods. Experience in Systems Development using Visual Basic/Sybase//Informix desirable.

**Functional Responsibility:** Evaluates problems of workflows, organization, and planning and develops enterprise-wide or large-scale computer system solutions. Designs architecture to include the software, hardware, and communications to support the total requirements as well as provides for present and future cross-functional requirements and interfaces. Ensures these systems are compatible and in compliance with standards for open systems architectures as they apply to the implementation and specification of the information management solution of the application platform, across the application program interface, and the external environment/software applications. May provide daily supervision and direction to support staff.

**Minimum Education:** Bachelor's degree or equivalent in Computer Science, Engineering, or related field (Master's Degree preferred)

**Job Title: Software Engineer**

**Minimum/General Experience:** Four to six years of technical experience as an applications programmer on computer and database management systems. Requires competence in analyzing functional business applications and design specifications for functional activities. Possesses knowledge of computer equipment and the ability to develop complex software to satisfy design objectives. Requires competence in business applications design, development testing, and database management. Knowledge of C/++/Visual Basic/SQL Server highly desirable.

**Functional Responsibility:** Develops block diagrams and logic flow charts. Translates detailed design into computer software. Tests, debugs, and refines the computer software to produce the required product. Prepares both program-level and user-level documentation. Enhances software to reduce operating time or improve efficiency. May provide technical direction to programmers to ensure program deadlines are met.



**Minimum Education:** Bachelor's Degree in IT/Computer Science

**Job Title: Senior Software Engineer**

**Minimum/General Experience:** Seven to ten years of technical experience managing or performing software engineering activities. Knowledge of design & implementation of computer and database management systems. Possesses knowledge of the state-of-the-art in software/database engineering methodologies, CASE tools, and design techniques, as well as applicable software/database standards. Requires experience with one or more programming languages. Experience in Visual Basic/Powerbuilder/Oracle/DB2/Sybase is desirable.

**Functional Responsibility:** Analyzes and studies complex system requirements. Designs software tools and subsystems to support software and domain analyses and manages their implementation. Manages software development and support using formal specifications, data flow diagrams, and other accepted design techniques and tools. Reviews existing programs and assists in making refinements, reducing operating time, and improving current techniques. Supervises software configuration management. May provide technical direction to programmers to ensure program deadlines are met.

**Minimum Education:** Bachelor's Degree in IT/Computer Science

**Job Title: Senior Information Engineer**

**Minimum/General Experience:** Ten or more years of technical experience providing internal/external consulting services to management and technical staff in solving complex information issues. Requires competence in feasibility studies and cost/benefit analyses, hardware and software evaluation, developing IS standards and methodologies, and business process re-engineering. Possesses knowledge of the state-of-the-art in information technology and systems management.

**Functional Responsibility:** Provides advice and guidance regarding the design, development, installation, operation, and maintenance of complex information systems.

**Minimum Education:** Bachelor's Degree or equivalent in Computer Science, Engineering, or related field (Master's degree preferred)

**Job Title: Principal Information Engineer**

**Minimum/General Experience:** Fifteen or more years of technical experience providing internal/external consulting services to management and technical staff in solving complex information issues. Requires competence in feasibility studies and cost/benefit analyses, hardware and software evaluation, developing IS standards and methodologies, and business process re-engineering. Possesses knowledge of the state-of-the-art in information technology and systems management.

**Functional Responsibility:** Provides advice and guidance regarding the design, development, installation, operation, and maintenance of complex information systems.

**Minimum Education:** Bachelor's Degree/Master's Degree or equivalent in Computer Science, Engineering, or related field (i.e. Doctorate of Science)



### **Job Title: System Architect/Business Systems Analyst**

**Minimum/General Experience:** Eight years of general system engineering design and one to two years technical experience developing systems architecture, business System Analysis, Project Co-Coordinator, implementation & support. Possesses superior knowledge of best system development practices. Can analyze and assess the functional requirements and system specifications and translate them into comprehensive system architecture. Any knowledge of Sybase/Oracle & web internet applications is highly desirable.

**Functional Responsibility:** Develops system architecture. Assesses system requirements and specifications and translates them into functional architecture. Identifies potential problem areas that could degrade system performance and recommends workable, practical solutions in a calculated manner to minimize program impact. Adjusts the architecture as necessary to meet changing program needs.

**Minimum Education:** Bachelor's Degree in Computer Science or related field

### **Job Title: Senior System Architect**

**Minimum/General Experience:** Ten years of complex system engineering design experience and five years technical experience developing systems architecture. Possesses superior knowledge of best system development practices & database management & development. Can analyze and assess the functional requirements and system specifications and translate them into comprehensive system architecture.

**Functional Responsibility:** Develops system architecture. Assesses system requirements and specifications and translates them into functional architecture. Identifies potential problem areas that could degrade system performance and recommends workable, practical solutions in a calculated manner to minimize program impact. Adjusts the architecture as necessary to meet changing program needs. Supervises members of the architecture team and chairs or facilitates meetings and panels to discuss concerns about the system under development. Supervises database management team for tuning & optimization. Prepares briefings and technical reports for the system program manager. Has the ability to explain complex problems in simple terms.

**Minimum Education:** Master's/Bachelor's Degree in Computer Science or related field

### **Job Title: Junior Network Administrator**

**Minimum/General Experience:** Two to Four years of experience analyzing network hardware and software. Requires competence analyzing network characteristics (e.g. traffic, connect time, transmission speeds, packet sizes, and throughput) and recommends procurement, removals, and modifications to network components. Possesses knowledge of network and computer hardware and software.

**Functional Responsibility:** Performs general LAN/MAN/WAN management, Windows NT/Unix. Installs and tests network and computer communications equipment (e.g. switches, modems, controllers, terminals, and multiplexers) using communications hardware standards. Develops, tests, and installs network and computer communications software, protocol software, application interfaces, transaction processors, and emulators, using and implementing network standards, network restart/recovery.

**Minimum Education:** Associate's Degree or IT certification (High School Diploma)

**Job Title: Senior Network Administrator**

**Minimum/General Experience:** Six to nine years of experience managing local area, metro area, and/or wide area networks. Requires competence acquiring and managing communication hardware and software, and operating, troubleshooting, and maintaining LAN/MAN/WAN and other network-related equipment and Windows NT/Unix systems. Possesses knowledge of network and computer hardware and software such as bridges, routers, gateways, and modems and network operating systems such as Windows NT, Netware, and other protocols. Any certification is highly desirable.

**Functional Responsibility:** Provides technical leadership in the integration and testing of complex medium-scale computer integrated networks. Designs and optimizes network topologies and site configurations. Plans installations, transitions, and cutovers of network components, network operating systems, and capabilities. Oversees network control center. Supervises installation and maintenance of network components. Supervises network support staff. Optimizes network costs and performance, accounting, fault, and security management. Coordinates network requirements with all users and sites.

**Minimum Education:** Associate's Degree or IT certification (Equivalency Qualification)

**Job Title: Senior Quality Assurance Specialist**

**Minimum/General Experience:** Six years of general experience in the analysis and design of computer systems or software development. and four years specialized quality assurance/control experience (may be concurrent). Must have working experience with systems and/or software standards, configuration control and documentation management, requirements analysis, problem solving, troubleshooting, and the use of metrics and testing. Experience with quality assurance automation tools like Test Director, SQA Robot, Win Runner and Load Runner is desirable.

**Functional Responsibility:** Provides technical and administrative review of work processes, procedures and products to ensure adherence to design standards and specifications, to detect and correct errors and problems, and to relate progress to schedules. Works with programmers and engineers to eliminate problems. Collects and analyzes metrics and prepares status reports, problem notification reports and problem resolution reports.

**Minimum Education:** Bachelor's Degree or equivalent in Computer Science, Engineering, or related field

**Job Title: Quality Assurance Manager**

**Minimum/General Experience:** Nine years of general IT experience, with at least some in the analysis and design of large, complex computer systems or software, and six years in-depth quality assurance/control experience (may be concurrent with QA experience). Must have detailed knowledge of systems and/or software standards, configuration control and documentation management, requirements analysis, problem solving, troubleshooting, and the use of metrics and testing.

**Functional Responsibility:** Oversees QA functions on a medium-to-large program. Ensures quality of final products, and may also oversee testing and IV&V. Performs quality metrics trends analysis, and prepares quality reports and plans. Works with program manager and customer to resolve problems and ensure customer satisfaction.

**Minimum Education:** Bachelor's Degree or equivalent in Computer Science, Engineering, or related field

**Job Title: Test Specialist**

**Minimum/General Experience:** Four years of experience in the analysis and design of computer systems or software development, with some experience with testing and validation of products. Must have testing procedures and methodologies and knowledge of Test Scripts.

**Functional Responsibility:** Assists technical staff, develops testing metrics during functional analysis of requirements. Conducts preliminary and acceptance testing. Participates in design concept reviews and walkthroughs, and works with QA staff to ensure adherence to standards and quality. Helps collect metrics as a result of testing (i.e., how many errors per line of code), and issues test results.

**Minimum Education:** Bachelor's Degree or equivalent in Computer Science, Engineering, or related field

**Job Title: Senior Test Specialist**

**Minimum/General Experience:** Six years of experience in the analysis and design of computer systems or software development, with two years specialized test experience, (may be concurrent). Must have requirements analysis, metrics, and testing procedures and methodologies and knowledge of test scripts.

**Functional Responsibility:** Develops testing metrics during functional analysis of requirements. Conducts preliminary and acceptance testing. Participates in design concept reviews and walkthroughs, and works with QA staff to ensure adherence to standards and quality. Helps collect metrics as a result of testing (i.e., how many errors per line of code), and issues test results.

**Minimum Education:** Bachelor's Degree or equivalent in Computer Science, Engineering, or related field

**Job Title: Senior Mainframe Programmer**

**Minimum/General Experience:** Over six years of experience in design, analysis, developing of Mainframe applications using CICS/DB2/COBOL/VSAM. Experience in ChaneMan is highly desirable.

**Functional Responsibility:** Development & Maintenance of Mainframe applications using VSAM files. Conversion and migration of some of the applications.

**Minimum Education:** Bachelor's Degree/Associate Degree in Computer Science

**Job Title: Senior Data Modeler/Designer**

**Minimum/General Experience:** Four to Five years experience in data modeling & Datamart & designing. Knowledge of OLAP database architecture is highly desirable. Knowledge of any database like Sybase/Oracle/SQL Server is desirable.

**Functional Responsibility:** Design and development of Datamarts. Design reengineering & redesign of Datamart applications. Also study analysis & migration of database from legacy system to client server. Architecture depends on the client needs.

**Minimum Education:** Bachelor's Degree in Computer Science

**Job Title: ERP Financial Consultant**

**Minimum/General Experience:** Possesses technical knowledge and financials in Oracle Financials/PeopleSoft Financials with their tools & utilities.

**Functional Responsibility:** Able to write SQL programs, extensive designing, development & customization of different menus, definitions & creation of panels.

**Minimum Education:** Bachelor's Degree in Computer Science

**GSA LABOR RATES – SIN(s) 54151S / 54151S STLOC**

| <b>Labor Category</b>                            | <b>02/14/2020 – 2/13/2021</b> |
|--|-------------------------------|
| Junior Systems Analyst                           | \$86.28                       |
| Training Specialist                              | \$93.48                       |
| Technical Writer                                 | \$100.68                      |
| Applications Programmer                          | \$100.68                      |
| Senior Mainframe Programmer                      | \$100.68                      |
| Systems Analyst                                  | \$107.84                      |
| Senior Applications Programmer                   | \$107.84                      |
| Database Management Specialist                   | \$107.84                      |
| Junior Network Administrator                     | \$107.84                      |
| Test Specialist                                  | \$107.84                      |
| Special Applications Programmer                  | \$115.05                      |
| Software Engineer                                | \$115.05                      |
| Senior Test Specialist                           | \$115.05                      |
| Senior Network Administrator                     | \$121.97                      |
| Help Desk Manager                                | \$122.24                      |
| Senior Systems Analyst                           | \$122.24                      |
| Senior Software Engineer                         | \$122.24                      |
| Senior Database Management Specialist            | \$129.43                      |
| Senior Quality Assurance Specialist              | \$129.43                      |
| Systems Engineer                                 | \$129.53                      |
| Requirements Analyst                             | \$136.60                      |
| Quality Assurance Manager                        | \$143.80                      |
| ERP Financial Consultant                         | \$151.00                      |
| Senior Acquisition Specialist                    | \$158.19                      |
| Senior Project Manager                           | \$158.20                      |
| Senior Data Modeler/Designer                     | \$158.20                      |
| Senior Systems Engineer                          | \$158.20                      |
| Senior Program Manager                           | \$179.75                      |
| Senior Information Engineer                      | \$186.98                      |
| Senior Acquisition Program Management Specialist | \$194.13                      |
| Information Technologist                         | \$215.72                      |
| Principal Information Engineer                   | \$215.72                      |
| System Architect/Business Systems Analyst        | \$215.72                      |
| Senior Information Technologist                  | \$237.28                      |
| Senior System Architect                          | \$251.56                      |

*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.*

**GSA Schedule 70 Contract # GS-35F-0279M Line Card**

Price Lists for all the vendors listed below are available on our website : [www.saisystemstech.com/featured-products](http://www.saisystemstech.com/featured-products)

|                       |                              |                                |
|-----------------------|------------------------------|--------------------------------|
| Accelstor             | Ergotron                     | Sai Systems International, Inc |
| Add-On- Computer      | Globalstar                   | Sony                           |
| Apricorn              | Kensington                   | Startech                       |
| Avocent               | Lenovo                       | Sumitomo Electric Lightwave    |
| Buffalo Americas      | Lexmark                      | Targus                         |
| Brother               | LG                           | Transition Networks            |
| C2G                   | Liebert Corporation / Vertiv | Tripp lite                     |
| Canon                 | MSI                          | Unigen                         |
| Cherry America        | Overland                     | Viewsonic                      |
| CyberPower Systems    | Panasonic                    | WASP                           |
| D-Link                | Planar                       | Zebra                          |
| Eastman Kodak Company | Plantronics                  |                                |
| Eaton                 | Rose Electronics             |                                |

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