



CSSS.NET

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**Authorized Federal Supply Service
Information Technology Schedule Pricelist**

Contract Number: GS-35-F-0748M
General Purpose Commercial Information Technology
Equipment, Software and Services

SIN 132-51 Information Technology Professional Services

**Period Covered by Contract:
September 3, 2002 – September 2, 2007**

Pricelist current through Modification #14, dated June 14, 2004

**General Services Administration
Federal Supply Service**

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

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Information For Ordering Offices

Special Notice To Agencies: Small Business Participation

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

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

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

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

1. Geographic Scope of Contract

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

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

Offerors are requested to check one of the following boxes:

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

2. Contractor's Ordering Address and Payment Information

Client/Server Software Solutions, Inc. dba CSSS.NET
5069 South 108th Street
Omaha, NE 68137

Contractors are required to accept the Government purchase card for payments equal to or less than the micro-purchase threshold for oral or written delivery orders.

Government purchase 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 agencies to obtain technical and/or ordering assistance:

402-393-8059 telephone
402-393-1825 fax

3. Liability For Injury Or Damage

The Contractor shall not be liable for any injury to Government personnel or damage to Government 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: 01-498-1224
 Block 30: Type of Contractor – B. Veteran Owned Small Business VBE/SBE/WBE
 Block 31: Woman-Owned Small Business - Yes
 Block 36: Contractor's Taxpayer Identification Number (TIN): 91-184-4650
 CAGE Code: 1HYPO
 Contractor has registered with the Central Contractor Registration Database.

5. FOB Destination

To be determined by individual delivery order.

6. Delivery Schedule

- a) **Time of Delivery:** The Contractor shall deliver to destination within the number of calendar days after receipt of order (ARO), as set forth below:

Special Item Number	Delivery Time (Days ARO)
132-51	As Negotiated

- b) **Urgent Requirements:** When the Federal Supply Schedule contract delivery period does not meet the bona fide urgent delivery requirements of an ordering agency, agencies 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 agency, 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. Discount

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

- a) **Prompt Payment:** None, Net 30 days from receipt of invoice.
 b) **Government Educational Institutions:** Offered the same discounts as all other government customers.
 c) **Discounts:** Volume discounts are negotiable based upon length and amount of overall contract value.

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

Not applicable.

10. Small Requirements

The minimum dollar value of orders to be issued is \$100.00.

11. Maximum Order

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

12. Use Of Federal Supply Service Information Technology Schedule Contracts, In Accordance With FAR 8.404

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

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

- a) **Orders placed at or below the micro-purchase threshold:** Ordering offices can place orders at or below the micro-purchase threshold with any Federal Supply Schedule Contractor.
- b) **Orders exceeding the micro-purchase threshold but not exceeding the maximum order threshold:** Orders should be placed with the Schedule Contractor that can provide the supply or service that represents the best value. Before placing an order, ordering offices should consider reasonably available information about the supply or service offered under MAS contracts by using the "GSA Advantage!" on-line shopping service, or by reviewing the catalogs/pricelists of at least three Schedule Contractors and selecting the delivery and other options available under the schedule that meets the agency's needs. In selecting the supply or service representing the best value, the ordering office may consider—
1. Special features of the supply or service that are required in effective program performance and that are not provided by a comparable supply or service;
 2. Trade-in considerations;
 3. Probable life of the item selected as compared with that of a comparable item;
 4. Warranty considerations;
 5. Maintenance availability;
 6. Past performance; and
 7. Environmental and energy efficiency considerations.
- c) **Orders exceeding the maximum order threshold:** Each schedule contract has an established maximum order threshold. This threshold represents the point where it is advantageous for the ordering office to seek a price reduction. In addition to following the procedures in paragraph b, above, and before placing an order that exceeds the maximum order threshold, ordering offices shall--
1. Review additional Schedule Contractors' Catalogs/pricelists or use the "GSA Advantage!" on-line shopping service;
 2. Based upon the initial evaluation, generally seek price reductions from the Schedule Contractor(s) appearing to provide the best value (considering price and other factors); and
 3. After price reductions have been sought, place the order with the Schedule Contractor that provides the best value and results in the lowest overall cost alternative. If further price reductions are not offered, an order may still be placed, if the ordering office determines that it is appropriate.

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

- o.** Offer a new lower price for this requirement (the Price Reductions clause is not applicable to orders placed over the maximum order in FAR 52.216-19 Order Limitations);
 - o.** Offer the lowest price available under the contract; or
 - o.** Decline the order (orders must be returned in accordance with FAR 52.216-19).
- d) Blanket purchase agreements (BPAs):** The establishment of Federal Supply Schedule BPAs is permitted when following the ordering procedures in FAR 8.404. All schedule contracts contain BPA provisions. Ordering offices may use BPAs to establish accounts with Contractors to fill recurring requirements. BPAs should address the frequency of ordering and invoicing, discounts, and delivery locations and times.
- e) Price reductions:** In addition to the circumstances outlined in paragraph c, above, there may be instances when ordering offices will find it advantageous to request a price reduction. For example, when the ordering office finds a schedule supply or service elsewhere at a lower price or when a BPA is being established to fill recurring requirements, requesting a price reduction could be advantageous. The potential volume of orders under these agreements, regardless of the size of the individual order, may offer the ordering office the opportunity to secure greater discounts. Schedule Contractors are not required to pass on to all schedule users a price reduction extended only to an individual agency for a specific order.
- f) Small business:** For orders exceeding the micro-purchase threshold, ordering offices should give preference to the items of small business concerns when two or more items at the same delivered price will satisfy the requirement.
- g) Documentation:** Orders should be documented, at a minimum, by identifying the Contractor the item was purchased from, the item purchased, and the amount paid. If an agency requirement in excess of the micro-purchase threshold is defined so as to require a particular brand name, product, or feature of a product peculiar to one manufacturer, thereby precluding consideration of a product manufactured by another company, the ordering office shall include an explanation in the file as to why the particular brand name, product, or feature is essential to satisfy the agency's needs.

13. Federal Information Technology/Telecommunication Standards Requirements

Federal departments and agencies 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 offices, 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.

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.
- 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 Offices

Any ordering office, 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 Government'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, non-contract items, non-Schedule items, and items not on a Federal Supply Schedule contract.

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

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

18. Contractor Commitments, Warranties And Representations

- a) For the purpose of this contract, commitments, warranties and representations include, in addition to those agreed to for the entire schedule contract:
 - O. Time of delivery/installation quotations for individual orders.
 - O. 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.
 - O. 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 within the scope of this contract

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

20. Blanket Purchase Agreements (BPAs)

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

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

Federal Supply Schedule contracts contain BPA provisions to enable schedule users to maximize their administrative and purchasing savings. This feature permits schedule users to set up "accounts" with Schedule Contractors to fill recurring requirements. These accounts establish a period for the BPA and generally address issues such as the frequency of ordering and invoicing,

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

21. Contractor Team Arrangements

Contractors participating in contractor team arrangements must abide by all terms and conditions of their respective contracts. This includes compliance with Clause 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 receive less than the prevailing wage rates as determined by the Secretary of Labor. The requirements of the Davis-Bacon Act do not apply if the construction work is incidental to the furnishing of supplies, equipment, or services. For example, the requirements do not apply to simple installation or alteration of a public building or public work that is incidental to furnishing supplies or equipment under a supply contract. However, if the construction, alteration or repair is segregable and exceeds \$2,000, then the requirements of the Davis-Bacon Act apply. The requisitioning activity issuing the task order against this contract will be responsible for proper administration and enforcement of the Federal labor standards covered by the Davis-Bacon Act. The proper Davis-Bacon wage determination will be issued by the ordering activity at the time a request for quotations is made for applicable construction classified installation, deinstallation, and reinstallation services under SIN 132-8.

23. Section 508 Compliance

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

<http://www.csss.net>

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

24. Prime Contractor Ordering From Federal Supply Schedules

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

- a) A copy of the authorization from the ordering activity with whom the contractor has the prime contract (unless a copy was previously furnished to the Federal Supply Schedule contractor); and
- b) The following statement: This order is placed under written authorization from _____ dated _____. In the event of any inconsistency between the terms and conditions of this order and those of your Federal Supply Schedule contract, the latter will govern.

- 25. Insurance-Work On A Government Installation (Jan 1997) (FAR 52.228-5)**
- a)** The Contractor shall, at its own expense, provide and maintain during the entire performance of this contract, at least the kinds and minimum amounts of insurance required in the Schedule or elsewhere in the contract.
 - b)** Before commencing work under this contract, the Contractor shall notify the Contracting Officer in writing that the required insurance has been obtained. The policies evidencing required insurance shall contain an endorsement to the effect that any cancellation or any material change adversely affecting the Government's interest shall not be effective—
 - 1.** For such period as the laws of the State in which this contract is to be performed prescribe; or
 - 2.** Until 30 days after the insurer or the Contractor gives written notice to the Contracting Officer, whichever period is longer.
 - c)** The Contractor shall insert the substance of this clause, including this paragraph (c), in subcontracts under this contract that require work on a Government installation and shall require subcontractors to provide and maintain the insurance required in the Schedule or elsewhere in the contract. The Contractor shall maintain a copy of all subcontractors' proofs of required insurance, and shall make copies available to the Contracting Officer upon request.

Terms And Conditions Applicable To Information Technology Professional Services (Sin 132-51)

1. Scope

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

3. Performance Incentives

-) 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.
-) The ordering office must establish a maximum performance incentive price for these services and/or total solutions on individual orders or Blanket Purchase Agreements.
-) Incentives should be designed to relate results achieved by the contractor to specified targets. To the maximum extent practicable, ordering offices shall consider establishing incentives where performance is critical to the agency's mission and incentives are likely to motivate the contractor. Incentives shall be based on objectively measurable tasks.

7. Ordering Procedures For Services (Requiring A Statement Of Work) (G-FCI-920) (Mar 2003)

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

When ordering services over \$100,000, Department of Defense (DOD) ordering offices and non-DOD agencies placing orders on behalf of the DOD must follow the policies and procedures in the Defense Federal Acquisition Regulation Supplement (DFARS) 208.404-70 – Additional ordering procedures for services. When DFARS 208.404-70 is applicable and there is a conflict between the ordering procedures contained in this clause and the additional ordering procedures for services in DFARS 208.404-70, the DFARS procedures take precedence.

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

-) When ordering services, ordering offices shall—
 - 0. Prepare a Request (Request for Quote or other communication tool):
 -) A statement of work (a performance-based statement of work is preferred) that outlines, at a minimum, the work to be performed, location of work, period of performance, deliverable schedule, applicable standards, acceptance criteria, and any special requirements (i.e., security clearances, travel, special knowledge, etc.) should be prepared.
 -) The request should include the statement of work and request the contractors to submit either a firm-fixed price or a ceiling price to provide the services outlined in

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

-) The request may ask the contractors, if necessary or appropriate, to submit a project plan for performing the task, and information on the contractor's experience and/or past performance performing similar tasks.
-) The request shall notify the contractors what basis will be used for selecting the contractor to receive the order. The notice shall include the basis for determining whether the contractors are technically qualified and provide an explanation regarding the intended use of any experience and/or past performance information in determining technical qualification of responses. . If consideration will be limited to schedule contractors who are small business concerns as permitted by paragraph (2) below, the request shall notify the contractors that will be the case.

O. Transmit the Request to Contractors:

Based upon an initial evaluation of catalogs and price lists, the ordering activity should identify the contractors that appear to offer the best value (considering the scope of services offered, pricing and other factors such as contractors' locations, as appropriate) and transmit the request as follows:

NOTE: When buying IT professional services under SIN 132—51 ONLY, the ordering office, at its discretion, may limit consideration to those schedule contractors that are small business concerns. This limitation is not applicable when buying supplies and/or services under other SINS as well as SIN 132-51. The limitation may only be used when at least three (3) small businesses that appear to offer services that will meet the agency's needs are available, if the order is estimated to exceed the micro-purchase threshold.

-) The request should be provided to at least three (3) contractors if the proposed order is estimated to exceed the micro-purchase threshold, but not exceed the maximum order threshold.
 -) For proposed orders exceeding the maximum order threshold, the request should be provided to additional contractors that offer services that will meet the ordering activity's needs.
 -) In addition, the request shall be provided to any contractor who specifically requests a copy of the request for the proposed order.
 -) Ordering activities should strive to minimize the contractors' costs associated with responding to requests for quotes for specific orders. Requests should be tailored to the minimum level necessary for adequate evaluation and selection for order placement. Oral presentations should be considered, when possible.
- O. Evaluate Responses and Select the Contractor to Receive the Order:**
After responses have been evaluated against the factors identified in the request, the order should be placed with the schedule contractor that represents the best value.
(See FAR 8.404)
-) The establishment of Federal Supply Schedule Blanket Purchase Agreements (BPAs) for recurring services is permitted when the procedures outlined herein are followed. All BPAs for services must define the services that may be ordered under the BPA, along with delivery or performance time frames, billing procedures, etc. The potential volume of orders

under BPAs, regardless of the size of individual orders, may offer the ordering office the opportunity to secure volume discounts. When establishing BPAs, ordering offices shall—

- O. Inform contractors in the request (based on the agency's requirement) if a single BPA or multiple BPAs will be established, and indicate the basis that will be used for selecting the contractors to be awarded the BPAs.
 -) SINGLE BPA: Generally, a single BPA should be established when the ordering office can define the tasks to be ordered under the BPA and establish a firm-fixed price or ceiling price for individual tasks or services to be ordered. When this occurs, authorized users may place the order directly under the established BPA when the need for service arises. The schedule contractor that represents the best value should be awarded the BPA. (See FAR 8.404)
 -) MULTIPLE BPAs: When the ordering activity determines multiple BPAs are needed to meet its requirements, the ordering activity should determine which contractors can meet any technical qualifications before establishing the BPAs. When establishing the BPAs, the procedures in (a)(2) above must be followed. The procedures at (a)(2) do not apply to orders issued under multiple BPAs. Authorized users must transmit the request for quote for an order to all BPA holders and then place the order with the Schedule contractor that represents the best value.
- O. Review BPAs Periodically: Such reviews shall be conducted at least annually. The purpose of the review is to determine whether the BPA still represents the best value. (See FAR 8.404)
 -) The ordering office should give preference to small business concerns when two or more contractors can provide the services at the same firm-fixed price or ceiling price.
 -) When the ordering office's requirement involves both products as well as executive, administrative and/or professional, services, the ordering office should total the prices for the products and the firm-fixed price for the services and select the contractor that represents the best value. (See FAR 8.404)
 -) The ordering activity, at a minimum, should document orders by identifying the contractor from which the services were purchased, the services purchased, and the amount paid. If other than a firm-fixed price order is placed, such documentation should include the basis for the determination to use a labor-hour or time-and-materials order. For ordering activity requirements in excess of the micro-purchase threshold, the order file should document the evaluation of Schedule contractors' quotes that formed the basis for the selection of the contractor that received the order and the rationale for any trade-offs made in making the selection.

28. Order

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

31. Performance Of Services

-) The Contractor shall commence performance of services on the date agreed to by the Contractor and the ordering office.
-) The Contractor agrees to render services only during normal working hours, unless otherwise agreed to by the Contractor and the ordering office.

-) The Agency 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.
 -) Any Contractor travel required in the performance of IT/EC Services must comply with the Federal Travel Regulation or Joint Travel Regulations, as applicable, in effect on the date(s) the travel is performed. Established Federal Government per diem rates will apply to all Contractor travel. Contractors cannot use GSA city pair contracts.
- 0. Stop-Work Order (FAR 52.242-15) (Aug 1989)**
-) 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-
 - 0. Cancel the stop-work order; or
 - 0. Terminate the work covered by the order as provided in the Default, or the Termination for Convenience of the Government, clause of this contract.
 -) 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-
 - 0. 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
 - 0. 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.
 -) 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.
 -) 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.

0. 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.

0. Responsibilities Of The Contractor

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

0. Responsibilities Of The Government

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

0. Independent Contractor

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

0. Organizational Conflicts Of Interest**) 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 Government contract, without some restriction on 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.

) To avoid an organizational or financial conflict of interest and to avoid prejudicing the best interests of the Government, ordering offices 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.**0. Invoices**

The Contractor, upon completion of the work ordered, shall submit invoices for IT services. Progress payments may be authorized by the ordering office 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.

0. 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.

0. Resumes

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

0. Incidental Support Costs

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

0. 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.

0. Description Of IT Services And Pricing

Please see attached labor category descriptions and GSA pricing.

About CSSS.NET

We are a *Woman Business Enterprise (WBE)* and *Veteran Business Enterprise (VBE)*, small business, IT Solutions and Consulting firm whose highly skilled technology professionals are committed to serving both the commercial and the government sectors. Our success has been as a result of our superior quality service and aggressive customer service. We have been a successful commercial firm since 1997 and have started the process of entering the government sector in 2002. We feel that we bring a unique perspective to the government sector since we have traditionally filled a role of working in leading edge technology platforms in the commercial sector, using leading edge methodologies, tools and processes. It is just this type of expertise that we will bring to the federal sector. CSSS.NET offers comprehensive IT solutions across various hardware and software platforms. Our multidimensional approach spans all aspects of application and networking systems, development life cycles, including architecture, methodology, project planning, design, building, programming, testing, implementation, documentation and maintenance. At CSSS.NET, we apply an industry best practices methodology, giving clients the advantage of flexible and cost sensitive results for their technology needs.

Expertise in IT Consulting

The CSSS.NET executive team has more than 15 years experience in IT consulting and managing the solutions process. We listen to our clients and are responsive by developing consulting options designed to provide fulfillment and management of projects and contract resources. CSSS.NET capabilities include core services in ERP, Project Management, and Software Engineering, and specialized services such as HIPAA remediation.

The right talent for the right role

Value creation is a continuous process. The technology team at CSSS.NET has expertise with the hottest technologies needed in business and government today. ERP experienced consultants with PeopleSoft, SAP, J.D. Edwards or Oracle Applications, who specialize in the product suites and modules most often required by clients, such as, Human Resources, Financials, Asset Management, Sales & Distribution, and Supply Chain Management.

CSSS.NET Software Engineers are experienced with CRM software including Seibel and PeopleSoft. E-Commerce and Web-based integration using Websphere, VisualAge for Java, J2EE Certified, Microsoft DOTNet. Data Warehousing and data management using SQL Server, Oracle or DB2.

Project Managers experienced in various industries including, Insurance, Financial, Government, Manufacturing, and Transportation. These talented CSSS.NET team members give clients business and technology expertise required for successful project implementations.

Helping clients see into the future

CSSS.NET understands the value technology must provide and partners with our clients designing systems to improve productivity and efficiency. We offer Strategy Services consisting of consultants with expertise in Systems Architecture, Network Design, Software Engineering, Business Analysis and IT Auditing. And recognize simply knowing what you want doesn't make it so. CSSS.NET makes technology solutions a reality through the efforts of dedicated, Client/Server & Web developers, Project Managers and Database Administrators. Experienced consultants who get it, and get it done.

A unique balance of size and substance

At CSSS.NET, we're working on client issues critical to their success. Projects include supporting development of the Health Insurance Portability Accountability Act (HIPAA) in Government, Insurance and Health Care sectors. You may have heard of the "new economy" where commerce and e-commerce are becoming one and the same, CSSS can make this a reality whether you're a fortune 1000 company or government enterprise. We are committed to the profession of IT Solutions & Consulting and proud members of the National Association of Computer Consultant

Businesses (NACCB), the only national association exclusively devoted to representing and developing relationships between companies that specialize in providing Information Technology Solutions to clients in need of technical support and IT professional services.

Information Technology Professional Services Offered

FPDS CLASS D301 - IT Facility Operation and Maintenance

- COTS and Custom Applications
- Mainframe, mini and PC hardware support
- Support switched/shared Internet services
- Manage Internet servers
- Network server support
- Software and hardware inventory management
- Hardware installation and maintenance
- Software installation and maintenance
- Communications installation and maintenance

FPDS CLASS D302 - IT Systems Development Services

- Project planning and management
- Requirements Analysis/Needs Assessment including HIPAA (Health Insurance Portability Accountability Act) assessments
- Systems design and integration
- Object Oriented development
- Prototyping
- Test planning and implementation
- Migration planning and implementation including HIPAA (Health Insurance Portability Accountability Act) compliance systems
- Client server deployments
- Technical assistance

FPDS CLASS D306 - IT Systems Analysis Services

- Strategic information resource management plans
- Business process analysis and reengineering
- Security assessments including HIPAA (Health Insurance Portability Accountability Act) impact analysis
- HIPAA (Health Insurance Portability Accountability Act) analyses from a business, tactical and security viewpoints
- Long-range architecture plans
- Tactical database consolidation plans
- Enterprise-wide information collection and dissemination plans
- Technical environment migration plans
- Network configuration plans
- Project planning and program management

FPDS CLASS D307 - Automated Information Systems Design and Integration Services

- Lifecycle database automation services for Oracle, IBM Websphere, Microsoft and Lotus applications
- ERP & CRM systems including Peoplesoft, Oracle Applications, SIEBEL, BAAN, SAP and Siebel
- Design and development of transaction management systems using state of the art COTS tools
- Web site design and development
- Web site content development and management
- Web site management and resource monitoring

- Web site hosting
- Peer Review systems
- LAN/WAN Implementation
- Network management and control systems
- Hardware/Software Installation and Integration
- Network access security and virus control
- Network installation
- Financial transaction security
- Desktop applications training

FPDS CLASS D308 - Programming Services

- Java programming tools
- ERP, CRM specific programming tools
- Oracle programming
- Lotus Notes programming
- SQL programming
- Access programming
- Web design and maintenance
- Custom web site support services
- Lotus Notes application development
- Oracle database development
- PowerBuilder development
- Mainframe to desktop extensions
- Data mining and warehouse services
- Data warehousing
- EDI – electronic data interchange
- Electronic mail
- Web site analysis and usage tracking
- Technical assistance
- Database Management Systems: Oracle, Microsoft SQL Server, Paradox, FoxPro, Sybase, DB2, Focus, Access, UDB
- Object Oriented Interface Tools: Java compilers, VisualAge for Java, Websphere, Weblogic, JRun, Designer 2000, PowerBuilder, Visual Basic, C, C++
- Network Environments: Windows NT, Windows 2000, Linux, Red Hat, UNIX, Apache, Novell
- Desktop Environments: Windows 95, Windows NT, Windows 2000, DOS, Microsoft Office Suite, WordPerfect, Adobe PhotoShop, Macromedia Flash, DreamWeaver, Shockwave.

FPDS CLASS D308 - HIPAA (Health Insurance Portability Accountability Act) Remediation Services

- Impact and migration analysis
- Business process analysis and redesign
- Integration with HIPAA (Health Insurance Portability Accountability Act) EDI transaction sets
- Analysis and redesign of physical and computer security systems to comply with HIPAA (Health Insurance Portability Accountability Act) regulations
- Software Programming
- Systems Software Maintenance
- System Documentation and Users and Operations Manuals

FPDS CLASS D310 - IT Backup and Security Services

- Security Assessments, Analysis, Design and Implementation
- Data Management Assessments, Analysis, Design and Implementation
- Data Storage and Backup systems Assessments, Analysis, Design and Implementation

- Capacity Planning
- Backup and Contingency Planning
- Enterprise Data Management planning
- Standards and guidelines preparation

FPDS CLASS D311 - IT Data Conversion Services

- Project planning
- Project management
- Requirements analysis
- Needs assessment
- Trends analysis
- Technology assessment
- Technology migration
- Enterprise connectivity planning
- Standards and guidelines preparation

FPDS CLASS D316 - IT Network Management Service

- Configuration Planning and Management
- Capacity Planning
- Backup and Contingency Planning
- Telecommunications management
- Backup and recovery
- Preventive maintenance
- Disaster recovery planning and routine testing
- Software and hardware problem resolution
- Software training
- Service change orders
- Remote access support

FPDS CLASS D317 - Automated News Services, Data Services, or Other Information Services

- Document conversion to electronic/image media
- Document conversion to HTML
- Automated data management
- Abstracting and cataloging
- Data entry
- Electronic forms creation
- Web-based data/records management
- Software quality assurance
- Logistics and conference/meeting management
- Statistical analysis
- Data synthesis
- Subject matter research and analysis

FPDS CLASS D399 - Other Information Technology Services, Not Elsewhere Classified

- Software quality assurance
- Logistics and conference/meeting management
- Statistical analysis
- Data synthesis
- Subject matter research and analysis

- 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.

Information Technology Services Labor Categories

Commercial Job Title: Program Manager

Minimum/General Experience: This position requires a minimum of ten years experience, of which at least eight years must be specialized. Specialized experience includes: project development from inception to deployment, expertise in the management and control of funds and resources, demonstrated capability in managing multi-task contracts and/or subcontracts of various types and complexity. General experience includes increasing responsibilities in information systems design and/or management.

Functional Responsibility: Serves as the contractor's contract manager, and is the contractor's authorized interface with the Government Contracting Officer (CO), the contract level Contracting Officer's Representative (COR), government management personnel and customer agency representatives. Responsible for formulating and enforcing work standards, assigning contractor schedules, reviewing work discrepancies, supervising contractor personnel and communicating policies, purposes, and goals of the organization to subordinates. Is responsible for the overall contract performance.

Minimum Education: A Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other related discipline. With a Masters degree, eight years general experience of which at least six years must be specialized. With a Ph.D., six years general experience of which at least five years must be specialized.

Commercial Job Title: Senior Project Manager

Minimum/General Experience: This position requires a minimum of ten years experience of which at least eight years must be specialized. Specialized experience includes: project development from inception to deployment, expertise in the management and control of resources, demonstrated capability in managing multi-task contracts and/or subcontracts of various types and complexity. General experience includes increasing responsibilities in information systems design and/or management.

Functional Responsibility: Serves as the project manager for a large, complex task order (or a group of task orders). Assists the Program Manager in working with the Government Contracting Officer (CO), the contract-level Contracting Officer's Representative (COR), the task order-level COR(s), government management personnel and customer agency representatives. Under the guidance of the Program Manager, responsible for the overall management of the specific task order(s) and insuring that the technical solutions and schedules in the task order are implemented in a timely manner.

Minimum Education: A Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other related discipline. With a Master's Degree, eight years of general experience of which at least six years must be specialized. With a Ph.D., six years of general experience of which at least five years must be specialized. With twelve years general experience of which at least eight years must be specialized experience, a high school degree is required.

Commercial Job Title: Project Manager II

Minimum/General Experience: This position requires a minimum of seven years experience of which at least five years must be specialized. Specialized experience includes project development from inception to deployment, expertise in the management of resources, managing contracts and/or subcontracts of various types and complexity. General experience includes increasing responsibilities in information systems design and/or management.

Functional Responsibility: Serves as the project manager for a large task order or contract. Assists in working with the Government Contracting Officer (CO), the contract-level Contracting Officer's Representative (COR), and government management personnel and customer agency

representatives. Under the guidance of the Program Manager, responsible for management of the specific tasks and insuring that the technical solutions and schedules in the task order are implemented in a timely manner.

Minimum Education: A Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other related discipline. With ten years general experience of which at least nine years specialized experience, a high school degree is required.

Commercial Job Title: Senior Project Control Specialist

Minimum/General Experience: This position requires a minimum of eight years experience, of which at least six years must be specialized. Specialized experience includes management of, and preparation and analysis of contract-related funding, modification documents and reports, and project schedules. General experience includes increasing responsibilities in general accounting or management activities.

Functional Responsibility: Directs all contract management and administrative activities, such as budgeting, manpower and resource planning, and financial reporting. Performs complex evaluations of existing procedures, processes, techniques, models, and /or systems related to management problems or contractual issues that would require a report and recommend solutions. Develops work breakdown structures, prepares charts, tables, graphics, and diagrams to assist in analyzing problems. Provides daily supervision and direction to staff.

Minimum Education: A Bachelor's degree in Computer Science, Information Systems, Engineering, Business, Accounting, or other related discipline. With a Master's Degree, ten years of general experience of which at least eight years must be specialized. With ten years of general experience of which at least eight years of specialized experience, a high school degree is required.

Commercial Job Title: Senior Subject Matter Expert

Minimum/General Experience: This position requires ten years of general experience in a specific subject area related to the project or task, and eight years of specialized subject matter experience. Areas of subject expertise may include but are not limited to education, research, peer review, internet technology, software development lifecycle, IV&V, social science instrument development, and clinical, biomedical, electrical, or network engineering.

Functional Responsibility: Develops plans, programs or architectures related to the project or task subject matter and may include educational and outreach materials, survey and data collection instrument development, and other education-related research expertise. Works with vendors to ensure seamless integration of systems and support of workflow requirements. Develops acceptance test protocols; assists vendors in interface implementation to information and legacy systems; and works with end users to facilitate transition to the technical environment.

Minimum Education: Bachelors degree in education, social services, clinical, biomedical, electrical, network engineering, or related field. With a Ph.D., eight years of general and six years of specialized experience are required.

Commercial Job Title: Functional Analyst III

Minimum/General Experience: This position requires a minimum of eight years experience, of which at least six years must be specialized. Specialized experience includes functional knowledge of task order specific requirements, or developing functional requirements for integrated systems.

Functional Responsibility: Manages tasks and participates in analyzing user needs to determine functional and cross-functional requirements. Performs functional allocation to identify required tasks and their interrelationships. Identifies resources required for each task.

Minimum Education: A Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other related discipline. With a Master's Degree, six years of general

experience of which at least four years must be specialized. With eleven years of general experience of which at least nine years of specialized experience, a high school degree is required.

Commercial Job Title: Subject Matter Expert

Minimum/General Experience: This position requires eight years of general experience in specific subject area, and six years of specialized subject matter experience. Areas of subject expertise may include but are not limited to education, research, peer review, internet technology, software development lifecycle, IV&V, social science instrument development, and clinical, biomedical, electrical, or network engineering.

Functional Responsibility: Provides support to senior project manager in areas of education, instrument development, and other education-related research expertise. Works with vendors to ensure seamless integration of systems and support of workflow requirements. Develops acceptance test protocols; assists vendors in interface implementation to information and legacy systems; and works with end users to facilitate transition to the technical environment.

Minimum Education: Bachelors degree in education, social services, clinical, biomedical, electrical, network engineering, or related field. With a Ph.D., six years of specialized experience are required.

Commercial Job Title: Principal Systems Architect

Minimum/General Experience: Eight years general experience of which at least six years must be specialized. Specialized experience includes supervision of system architects, use of structured analysis, design methodologies and design tools, object oriented principles, and experience with the logical and physical functional, operational, and technical architecture of large and complex information systems. General experience includes increasing responsibilities in systems engineering.

Functional Responsibility: Establishes system information requirements using analysis of the information engineer(s) in the development of enterprise-wide or large-scale information systems. Designs architecture to include the software, hardware, and communications to support the total requirements as well as provide for present and future cross-functional requirements and interfaces. Ensures these systems are compatible and in compliance with the standards for open systems architectures. Evaluates analytically and systematically problems of workflow, organization, and planning and develops appropriate corrective action. Provides daily supervision and direction to staff.

Minimum Education: A Bachelor's degree in Computer Science, Information Systems, Engineering, or other related discipline. With a Master's degree, six years experience of which at least four years must be specialized. With a Ph.D., or two Masters Degrees, four years of general experience is required of which at least three years must be specialized.

Commercial Job Title: Senior Systems Architect

Minimum/General Experience: This position requires a minimum of eight years experience, of which at least six years must be specialized. Specialized experience includes supervision of system architects, use of structured analysis, design methodologies and design tools, techniques, object-oriented principles, and experience with the logical and physical functional, operational, and technical architecture of information systems.

Functional Responsibility: Establishes system information requirements using analysis of the information engineer(s) in the development of enterprise-wide or large-scale information systems. Designs architecture to include the software, hardware, and communications to support the total requirements as well as provide for cross-functional requirements and interfaces. Ensures these systems are compatible and in compliance with the standards for open systems architectures. Evaluates problems of workflow, organization, and planning, and develops appropriate corrective action. Provides daily supervision and direction to staff.

Minimum Education: Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other related discipline. With a Master's Degree, eight years of general experience, of which at least seven years must be specialized. With a Ph.D., or two Masters degrees, six years of general experience, of which at least five years must be specialized. With ten years of general experience of which at least eight years must be specialized experience, a high school degree is required.

Commercial Job Title: Senior Internet Systems Architect

Minimum/General Experience: This position requires seven years of progressive general Internet-related experience, client server technologies and network experience, and six years of specialized experience in the design and implementation of Internet technologies.

Functional Responsibility: Works directly with a technical team, project executives, account teams and distributed computing management to design, negotiate and plan a broad range of Internet/ Intranet computing solutions. Responsible for requirements definition, designing, training, rolling and maintenance of the Internet architecture; interface with other lead architects to ensure integrated architectures; establishment of internet standards, selecting development tools and web server tools and implementing those tools. Responsible for key network components, such as firewalls, proxy servers and gateways. Manages Internet developers and technical implementers. May develop work plans and budgets. Experience with Internet software products, programming in Perl, C, Oracle or Java, and experience in Linux, Unix and/or Windows platforms. Experience with Internet software products, programming languages such as Oracle, SQL Server, C, and Java, and experience with Unix and Windows platforms. Knowledge of SQL and ODBC database driven sites, custom search engines, animation, secure web technology, and interactive technology. Requires good oral and written communications and presentation skills. May serve as a Project Manager or Task Lead.

Minimum Education: A Bachelor's Degree in Computer Science, Mathematics, Management of Information Science or a related field is required. With a Master's degree in Computer Science, Mathematics, Management of Information Science or a related field, five years of general experience of which at least four years must be specialized is required.

Commercial Job Title: Internet Systems Architect

Minimum/General Experience: This position requires a minimum of three years of general Internet-related experience, with one year experience in the design and implementation of Internet technologies, client server technologies, and network experience.

Functional Responsibility: Responsible for assisting in requirement definition, designing, developing, and maintenance of the Internet architecture. Responsible for ensuring key network components, such as firewalls, proxy servers and gateways function properly. May have experience with Internet software products, programming in Perl, C, Oracle, or Java, experience in Unix and Windows platforms. Knowledge of SQL and ODBC database driven sites, custom search engines, animation, secure web technology, and interactive technology. Requires good oral and written communications and presentation skills.

Minimum Education: Bachelor's Degree in Computer Science, Mathematics, Management of Information Science or a related field.

Commercial Job Title: Systems Architect

Minimum/General Experience: This position requires a minimum of six years experience, of which at least four years must be specialized. Specialized experience includes use of structured analysis, design methodologies, tools, and other design techniques, object oriented principles, and experience with the logical and physical functional, operational, and technical architecture of information systems.

Functional Responsibility: As directed by the Senior Internet Systems Architect, establishes system information requirements using analysis of the information engineer(s) in the development of enterprise-wide or large-scale information systems. Designs architecture to include the software, hardware, and communications to support the total requirements as well as provide for present and future cross-functional requirements and interfaces. Ensures these systems are compatible and in compliance with the standards for open systems architectures. Evaluates problems of workflow, organization, and planning and develops appropriate corrective action.

Minimum Education: Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other related discipline. With a Master's Degree, four years general experience of which at least three years must be specialized. With twelve years of general experience of which at least ten years must be specialized experience, a high school degree is required.

Commercial Job Title: Senior Architect with Specialized Expertise

Minimum/General Experience: This position requires a minimum of eight years experience, of which at least four years must be specialized. Specialized experience includes supervision of senior specialized developers with skills such as middleware or ERP/CRM, use of structured analysis, design methodologies and design tools, techniques, object-oriented principles, and experience with the logical and physical functional, operational, and technical architecture of information systems. These specialists have management authority for client engagements in their area of expertise. In this capacity, they apply their extensive experience to ensure that the project plans reflect the complexity and special needs of their module of expertise. They perform such duties as:

- Communicate with other senior personnel and client executive management to ensure critical issues are addressed in their module of expertise.
- Provide expert guidance to projects in the industry and functional areas of their expertise.
- Act as senior client liaison in their module.

Specialized tool experience includes use of state of the art COTS transaction processing tools like, but not limited to: WebLogic, Peoplesoft, Siebel, SAP, BAAN, JDEdwards, MQ Series, Tuxedo, Websphere, Oracle Financial Analyzer, etc.

Functional Responsibility: This position requires a candidate who is capable of functioning as the architect of overall mission critical transaction processing systems. This position may involve the supervision and mentoring of other developers. In addition, this candidate may be tasked with analyzing and designing non-traditional solutions to enable the development of efficient, maintainable systems.

Minimum Education: Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other related discipline. With a Master's Degree, fourteen years general experience of which at least twelve years must be specialized. With sixteen years of general experience of which at least fourteen years must be specialized experience, a high school degree is required.

Commercial Job Title: Middleware Developer

Minimum/General Experience: This position requires a minimum of three years experience, of which at least one year must be specialized. Specialized experience includes the use of structured analysis, design methodologies and design tools, techniques, object-oriented principles, and experience with the logical and physical functional, operational, and technical architecture of information systems. Specialized tool experience includes use of state of the art COTS transaction processing tools like, but not limited to: WebLogic, MQ Series, Tuxedo, Websphere, etc.

Functional Responsibility: This position requires a candidate who is capable of writing the application software given a set of defined system specifications for a transaction processing systems. In addition, this candidate may be tasked with some low level analysis and design tasks.

Minimum Education: Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other related discipline. With a Master's Degree, two years general experience of which at least one year must be specialized. With five years of general experience of which at least two years must be specialized experience, a high school degree is required.

Commercial Job Title: Senior Oracle Developer

Minimum/General Experience: This position requires a minimum of six years experience, of which at least three years must be specialized. Specialized experience includes supervision of midlevel Oracle developers, use of structured analysis, design methodologies and design tools, techniques, object-oriented principles, and experience with the logical and physical functional, operational, and technical architecture of information systems. Specialized tool experience includes use of state of the art Oracle software development tools and related third party tools.

Functional Responsibility: This position requires a candidate who is capable of functioning as a lead developer for a mission critical Oracle systems. In addition, this candidate may be tasked with analyzing and designing non-traditional solutions to enable the development of efficient, maintainable oracle database systems. This position may require mentoring and supervision of the more junior level staff in best practices.

Minimum Education: Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other related discipline. With a Master's Degree, three years general experience of which at least two years must be specialized. With eight years of general experience of which at least five years must be specialized experience, a high school degree is required.

Commercial Job Title: Mid Level Oracle Developer

Minimum/General Experience: This position requires a minimum of three years experience, of which at least one year must be specialized. Specialized experience includes the use of structured analysis, design methodologies and design tools, techniques, object-oriented principles, and experience with the logical and physical functional, operational, and technical architecture of information systems. Specialized tool experience includes use of state of the art Oracle software development tools and related third party tools.

Functional Responsibility: This position requires a candidate who is capable of writing the application software given a set of defined system specifications for an Oracle database systems. In addition, this candidate may be tasked with some low level analysis and design tasks.

Minimum Education: Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other related discipline. With a Master's Degree, nine years general experience of which at least seven year must be specialized. With eleven years of general experience of which at least nine years must be specialized experience, a high school degree is required.

Commercial Job Title: Senior Computer Systems Analyst

Minimum/General Experience: This position requires a minimum of eight years experience, of which at least six years must be specialized. Specialized experience includes analysis and design of business applications on complex systems for large-scale computers, database management, and use of programming languages. General experience includes increasing responsibilities in assignments of a technical nature.

Functional Responsibility: Performs as a Task Leader and provides technical and administrative direction for personnel performing software development tasks, including the review of work products for correctness, adherence to the design concept and to user standards, and for progress in accordance with schedules. Prepares status reports. Supervises staff.

Minimum Education: A Bachelor's degree in Computer Science, Information Systems, Engineering, or other related discipline. With a Master's Degree, ten years general experience of which at least eight years must be specialized. With a Ph.D., or two Masters Degrees, a minimum

eight years of general experience is required of which at least six years must be specialized. With twelve years of general experience of which at least ten years must be specialized experience, a high school degree is required.

Commercial Job Title: Mid Level Computer Systems Analyst

Minimum/General Experience: This position requires a minimum of six years experience, of which at least four years must be specialized. Specialized experience includes analysis and design of business applications on complex systems for large-scale computers, database management, and use of programming languages. General experience includes increasing responsibilities in assignments of a technical nature.

Functional Responsibility: Performs 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. Prepares milestone status reports.

Minimum Education: A Bachelor's degree in Computer Science, Information Systems, Engineering, or other related discipline. With a Master's Degree, six years general experience of which at least four years must be specialized. With eight years of general experience of which at least six years must be specialized experience, a high school degree is required.

Commercial Job Title: Junior Computer Systems Analyst

Minimum/General Experience: This position requires a minimum of four years experience, of which at least two years must be specialized. Specialized experience includes analysis and design of business applications, database management, and programming. General experience includes increasing responsibilities in information systems design and management.

Functional Responsibility: Assists in the analysis and development of computer software. Participates in the development of plans for automated information systems from project inception to conclusion. Analyzes user interfaces, maintains hardware and software performance tuning, analyzes workload and computer usage, maintains interfaces with outside systems, analyzes downtimes, analyzes proposed system modifications, upgrades and new COTS products. Works with programmers to ensure proper implementation of program and system specifications.

Minimum Education: A Bachelor's degree in Computer Science, Information Systems, Engineering, or other related discipline. With a Master's Degree, two years general experience of which at least one year must be specialized. With six years of general experience of which at least four years must be specialized experience, a high school degree is required.

Commercial Job Title: Entry Level Computer Systems Analyst

Minimum/General Experience: This position is for recent college graduates and requires no experience.

Functional Responsibility: Analyzes information requirements. Evaluates analytically and systematically problems of workflow, organization, and planning and assists Senior Computer Systems Analyst and Computer Systems Analyst develop appropriate corrective action. Helps develop plans for automated information, system requirements and program specifications, from which programmers prepare detailed flow charts, programs, and tests.

Minimum Education: A Bachelor's degree in Computer Science, Information Systems, Engineering, or other related discipline.

Commercial Job Title: Mid Level Data Base Management Specialist

Minimum/General Experience: This position requires a minimum of eight years experience, of which at least six years must be specialized. Specialized experience includes demonstrated experience with DBMS design and system analysis, current operating systems software and data manipulation languages. General experience includes increasing responsibilities in the development

and maintenance of data base systems. Specific experience may include technologies like DB2, UDB, Oracle, SQL Server or Sybase.

Functional Responsibility: May perform as a Task Leader. At the direction of the Senior Data Base Management Specialist, manages the development of data base tasks. Allocates resources to maximize benefits. Prepares and delivers presentations on data base management systems concepts. Provides daily supervision and direction to Task staff.

Minimum Education: A Bachelor's degree in Computer Science, Information Systems, Engineering, or other related discipline. With a Master's Degree, nine years general experience of which at least seven years must be specialized. With eleven years of general experience of which at least nine years must be specialized experience, a high school degree is required.

Commercial Job Title: Data Base Management Specialist

Minimum/General Experience: This position requires a minimum of four years experience, of which at least three years must be specialized. Specialized experience includes experience using current DBMS technologies, and application design utilizing various DBMS. General experience includes increasing responsibilities in DBMS systems analysis and programming. Specific experience may include technologies like DB2, UDB, Oracle, SQL Server or Sybase.

Functional Responsibility: Provides technical expertise in the use of DBMS. Evaluates and recommends available DBMS products to support validated user requirements. Defines file organization, indexing methods, and security procedures for specific user applications.

Minimum Education: A Bachelor's degree in Computer Science, Information Systems, Engineering, or other related discipline. With a Master's Degree, five years general experience of which at least three years must be specialized. With seven years of general experience of which at least six years must be specialized experience, a high school degree is required.

Commercial Job Title: Senior Systems Administrator

Minimum/General Experience: This position requires a minimum of six years experience, of which at least four years must be specialized experience in administrating network systems. General experience includes operations experience with multi-server local area networks.

Functional Responsibility: Supervises and manages the daily activities of configuration and operation of business systems which may be mainframe, mini, or client/server based. Optimizes system operation and resource utilization, and performs system capacity analysis and planning. Provides assistance to users in accessing and using business systems.

Minimum Education: A Bachelor's degree in Computer Science, Information Systems, Engineering, or other related discipline. With a Master's Degree, four years general experience of which at least three years must be specialized. With ten years of general experience of which eight years is specialized, a high school degree is required.

Commercial Job Title: Senior Information Systems Specialist

Minimum/General Experience: This position requires a minimum of three years experience working with UNIX or DOS-based systems. Must be experienced with using HTML and various tools to create and convert documents for Web Publication. Must have experience writing Common Gateway Interface scripts, C, Perl and UNIX shell languages. Must have a working knowledge of at least one database management system. May have experience with Visual Age for Java. Websphere, EJB.

Functional Responsibility: Works with UNIX and DOS-based systems. Creates and manipulate C, Perl and UNIX shell scripts. Supports Internet needs in developing Internet solutions in response to customers needs.

Minimum Education: A Bachelor's degree in Computer Science, Information Systems, Engineering, or other related discipline. With a Master's Degree, five years general experience of which at least four years must be specialized. With seven years of general experience of which at least six years must be specialized experience, a high school degree is required.

Commercial Job Title: Senior Web Graphics Specialist

Minimum/General Experience: This position requires five years general experience in graphics design, art, computer science, or related discipline; and three years specialized experience in web design. Specialized experience includes developing web-based graphic/artistic presentations, publications and documents. Requires experience using commercial graphic processing tools such as Flash, Shockwave, Dreamweaver, PhotoShop, Illustrator and other web graphic systems.

Functional Responsibility: Prepares web deployed graphics and develops and updates web sites. Provides creative input and direction to web page design and layout, including artwork, text, and hyperlinks. Able to design web sites including site maps, and enhance and provide ongoing web site support. Requires experience with programming using Perl, C, C++, CGI, or Java. Responsible for integrating web graphics with text, databases, automated tools, Listservs, and creating site and user documentation. May be Task Lead or train others in use of graphics products.

Minimum Education: Requires a Bachelors degree in either BSBA or Computer Science or related discipline. With seven years of general and five years of specialized experience, no degree is required.

Commercial Job Title: Senior Internet Support Specialist

Minimum/General Experience: This position requires a minimum of four years of general experience and two years of specialized experience working in an Internet environment. Specialized experience includes HTML authoring, graphics design, and knowledge of Web/Internet technologies. Must have strong technical analysis, systems integration and communications skills. May have some Java, JSP skills. Must have Microsoft Windows, NT and Netscape experience.

Functional Responsibility: Manages group responsible for resolving Internet issues. Design Internet/Intranet sites. Design, create, maintain, and copy edit HTML documents. Ensure posting of latest data to Web. Create graphic images and mapped images. Serves as Project or Task Manager.

Minimum Education: Bachelor's degree is required.

CSSS.NET Labor Rates Schedule

Labor Category Year	Client Site					
	09/01/02 to 08/31/03	09/01/03 to 12/31/03	01/01/04 to 08/31/04	09/01/04 to 08/31/05	09/01/05 to 08/31/06	09/01/06 to 08/31/07
Program Manager	120.00	124.80	124.49	129.47	134.65	140.03
Sr. Project Manager	92.00	95.68	95.44	99.26	103.23	107.36
Project Manager II	70.00	72.80	72.62	75.52	78.54	81.69
Sr. Project Control Specialist	90.00	93.60	93.37	97.10	100.98	105.02
Sr. Subject Matter Expert	120.00	124.80	124.49	129.47	134.65	140.03
Functional Analyst III	63.00	65.52	65.36	67.97	70.69	73.52
Subject Matter Expert	90.00	93.60	93.37	97.10	100.98	105.02
Principal Systems Architect	90.00	93.60	93.37	97.10	100.98	105.02
Sr. Systems Architect	72.00	74.88	74.69	77.68	80.79	84.02
Sr. Internet Systems Architect	73.00	75.92	75.73	78.76	81.91	85.19
Internet Systems Architect	70.00	72.80	72.62	75.52	78.54	81.69
Systems Architect	70.00	72.80	72.62	75.52	78.54	81.69
Sr. Architect with Specialized Expertise	160.00	166.40	165.98	172.62	179.53	186.71
Middleware Developer	70.00	72.80	72.62	75.52	78.54	81.69
Sr. Oracle Developer	90.00	93.60	93.37	97.10	100.98	105.02
Mid Level Oracle Developer	85.00	88.40	88.18	91.71	95.37	99.19
Sr. Computer Systems Analyst	70.00	72.80	72.62	75.52	78.54	81.69
Mid Level Computer Systems Analyst	65.00	67.60	67.43	70.13	72.93	75.85
Jr. Computer Systems Analyst	55.00	57.20	57.06	59.34	61.71	64.18
Entry Level Computer Systems Analyst	36.00	37.44	37.35	38.84	40.39	42.01
Mid Level Data Base Management Specialist	85.00	88.40	88.18	91.71	95.37	99.19
Data Base Management Specialist	70.00	72.80	72.62	75.52	78.54	81.69
Sr. Systems Administrator	65.00	67.60	67.43	70.13	72.93	75.85
Sr. Information Systems Specialist	65.00	67.60	67.43	70.13	72.93	75.85
Sr. Web Graphics Specialist	65.00	67.60	67.43	70.13	72.93	75.85
Sr. Internet Support Specialist	70.00	72.80	72.62	75.52	78.54	81.69

Labor Category	CSSS.NET Site					
	09/01/02 to 08/31/03	09/01/03 to 12/31/03	01/01/04 to 08/31/04	09/01/04 to 08/31/05	09/01/05 to 08/31/06	09/01/06 to 08/31/07
Program Manager	126.00	131.04	130.71	135.94	141.38	147.03
Sr. Project Manager	96.60	100.46	100.21	104.22	108.39	112.72
Project Manager II	73.50	76.44	76.25	79.30	82.47	85.77
Sr. Project Control Specialist	94.50	98.28	98.03	101.96	106.03	110.28
Sr. Subject Matter Expert	126.00	131.04	130.71	135.94	141.38	147.03
Functional Analyst III	66.15	68.80	68.63	71.37	74.23	77.20
Subject Matter Expert	94.50	98.28	98.03	101.96	106.03	110.28
Principal Systems Architect	94.50	98.28	98.03	101.96	106.03	110.28
Sr. Systems Architect	75.60	78.62	78.42	81.56	84.82	88.22
Sr. Internet Systems Architect	76.65	79.72	79.52	82.70	86.01	89.45
Internet Systems Architect	73.50	76.44	76.25	79.30	82.47	85.77
Systems Architect	73.50	76.44	76.25	79.30	82.47	85.77
Sr. Architect with Specialized Expertise	168.00	174.72	174.28	181.25	188.50	196.04
Middleware Developer	73.50	76.44	76.25	79.30	82.47	85.77
Sr. Oracle Developer	94.50	98.28	98.03	101.96	106.03	110.28
Mid Level Oracle Developer	89.25	92.82	92.59	96.29	100.14	104.15
Sr. Computer Systems Analyst	73.50	76.44	76.25	79.30	82.47	85.77
Mid Level Computer Systems Analyst	68.25	70.98	70.80	73.63	76.58	79.64
Jr. Computer Systems Analyst	57.75	60.06	59.91	62.31	64.80	67.39
Entry Level Computer Systems Analyst	37.80	39.31	39.21	40.78	42.41	44.11
Mid Level Data Base Management Specialist	89.25	92.82	92.59	96.29	100.14	104.15
Data Base Management Specialist	73.50	76.44	76.25	79.30	82.47	85.77
Sr. Systems Administrator	68.25	70.98	70.80	73.63	76.58	79.64
Sr. Information Systems Specialist	68.25	70.98	70.80	73.63	76.58	79.64
Sr. Web Graphics Specialist	68.25	70.98	70.80	73.63	76.58	79.64
Sr. Internet Support Specialist	73.50	76.44	76.25	79.30	82.47	85.77

These labor rates do not include travel and/or living expenses. All such expenses will be invoiced to the customer on a cost reimbursable basis in accordance with the Federal travel Regulations.

All technical assistance services delivery logistics, including labor category availability and delivery time must be mutually agreed upon between CSSS and the ordering entity.

Ordering Agencies will place orders based on total dollar volume with labor categories to be mutually agreed upon.

Invoices for professional services will be submitted on an agreed upon basis.

USA Commitment To Promote Small Business Participation Procurement Programs

PREAMBLE

CSSS.NET provides commercial products and services to the Federal Government. 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 Federal Government contracts. To accelerate potential opportunities please contact (Lisa Wolford, 402-393-8059 voice, <mailto:lisa@csss.net>, 402-393-1825 fax).

Best Value Blanket Purchase Agreement Federal Supply Schedule

(Insert Customer Name)

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

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

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

Signatures

_____ Date

_____ Contractor

_____ Date

_____ Agency

CSSS.NET Blanket Purchase Agreement

BPA NUMBER _____

Pursuant to GSA Federal Supply Schedule Contract Number(s) _____, Blanket Purchase Agreements, the Contractor agrees to the following terms of a Blanket Purchase Agreement (BPA) EXCLUSIVELY WITH (Ordering Agency):

- 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:

<u>MODEL NUMBER/PART NUMBER</u>	<u>*SPECIAL BPA DISCOUNT/PRICE</u>
_____	_____
_____	_____
_____	_____

- 2. Delivery:

<u>DESTINATION</u>	<u>DELIVERY SCHEDULES / DATES</u>
_____	_____
_____	_____
_____	_____

- 3. The Government 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:

<u>OFFICE</u>	<u>POINT OF CONTACT</u>
_____	_____
_____	_____
_____	_____

- 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:

- () Name of Contractor;
- () Contract Number;
- () BPA Number;
- () Model Number or National Stock Number (NSN);
- () Purchase Order Number;
- () Date of Purchase;

- () 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
 - () Date of Shipment.
1. 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.
 1. 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 customer agency 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.