



**GENERAL SERVICES ADMINISTRATION
FEDERAL SUPPLY SERVICE
AUTHORIZED INFORMATION TECHNOLOGY SCHEDULE PRICELIST**

Products and ordering information in this Authorized FSS Information Technology Schedule Price list are also available on the GSA Advantage! System. Agencies can browse [GSA Advantage!](#) by accessing the Federal Acquisition Service's Home Page via the Internet at <http://www.fss.qsa.gov/>

**General Services Administration
Federal Supply Service
General Purpose Commercial Information Technology
Equipment, Software and Services
Schedule 70**

CONTRACT NUMBER:
GS-35F-527AA

PERIOD COVERED BY CONTRACT:
August 29, 2013 through August 28, 2018
General Services Administration Federal Acquisition Service
Pricelist current through Modification #PO-0018, effective December 8, 2016.

VERSA INTEGRATED SOLUTIONS, INC.
3901 Calverton Blvd., Suite 185 | Calverton, MD 20705
Phone: (301) 577-7760 | Fax: (877) 587-3491 | Email: info@versais.com | www.versais.com

BUSINESS SIZE: 8(a) Certified Small Disadvantaged
and HUBZone Small Business

DUNS: 620842513

For more information on ordering from Federal Supply Schedules,
click on the FSS Schedules button at <http://www.fss.gsa.gov>.

SPECIAL ITEM NUMBER 132-51 - INFORMATION TECHNOLOGY (IT) PROFESSIONAL SERVICES**FSC/PSC CLASS D316 IT AND TELECOM -TELECOMMUNICATIONS NETWORK MANAGEMENT**

- IT Network Management Services

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

- Other Information Technology Services, Not Elsewhere Classified

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

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

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

SPECIAL ITEM NUMBER 132-56 – HEALTH INFORMATION SERVICES

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.

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INFORMATION FOR ORDERING ACTIVITIES APPLICABLE TO ALL SPECIAL ITEM NUMBERS

SPECIAL NOTICE TO AGENCIES: Small Business Participation

SBA strongly supports the participation of small business concerns in the Federal Acquisition Service. 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 micro-purchase 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.gsaadvantage.gov). The catalogs/pricelists, GSA Advantage and the Federal Acquisition 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 micro-purchase 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:

VERSA Integrated Solutions, Inc.
3901 Calverton Blvd., #185
Calverton, MD 20705

Contractor must accept the credit card for payments equal to or less than the micro-purchase for oral or written orders under this contract. The Contractor and the ordering agency may agree to use the credit card for dollar amounts over the micro-purchase threshold (See GSAR 552.232-79 Payment by Credit Card). In addition, bank account information for wire transfer payments will be shown on the invoice.

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

P: (301) 577-7760

F: (877) 587-3491

3. LIABILITY FOR INJURY OR DAMAGE

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

b. **Consequential Damages:** The contractor shall not be liable for consequential damages of any kind or nature, whether alleged to be attributed to such breach of the contract, to tort or negligence, or otherwise caused. In no event, shall the contractor be liable for costs or damages resulting from alleged breach of the contract even if, under applicable law, such costs or damages would not be considered consequential or special damages.

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: 620842513

Block 30: Type of Contractor - A

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

Block 31: Woman-Owned Small Business - NO

Block 36: Contractor's Taxpayer Identification Number (TIN): **20-4142318**

a. CAGE Code: 4BEL9

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

5. FOB DESTINATION

None

6. DELIVERY SCHEDULE

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

7. DISCOUNTS:

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

- a. Prompt Payment: Net 30 Days from receipt of invoice or date of acceptance, whichever is later. No discount.
- b. Quantity: None
- c. Dollar Volume: None
- d. Government Educational Institutions Same
- e. Other none

8. TRADE AGREEMENTS ACT OF 1979, AS AMENDED:

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

9. STATEMENT CONCERNING AVAILABILITY OF EXPORT PACKING: N/A

10. MINIMUM ORDER

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

11. MAXIMUM ORDER:

- a. The Maximum Order value:
 - a. SIN 132-51: \$500,000
 - b. SIN 132-56: \$500,000

12. ORDERING PROCEDURES FOR FEDERAL SUPPLY SCHEDULE CONTRACTS

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

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

13. FEDERAL INFORMATION TECHNOLOGY / TELECOMMUNICATION STANDARDS REQUIREMENTS:

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

14. 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.

15. FEDERAL TELECOMMUNICATION STANDARDS (FED-STDS):

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

16. CONTRACTOR TASKS / SPECIAL REQUIREMENTS (C-FSS-370) (NOV 2003)

- 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. Travel in performance of a task order will only be reimbursable to the extent authorized by the ordering agency. 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.
- k. **Overtime:** For professional services, the labor rates in the Schedule should not vary by virtue of the Contractor having worked overtime. For services applicable to the Service Contract Act (as identified in the Schedule), the labor rates in the Schedule will vary as governed by labor laws (usually assessed a time and a half of the labor rate).

17. CONTRACT ADMINISTRATION FOR ORDERING ACTIVITIES:

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

18. 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.gsaadvantage.gov>

19. PURCHASE OF OPEN MARKET ITEMS

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

Ordering Activities procuring open market items must follow FAR 8.402(f).

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

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

3. The items are clearly labeled on the order as items not on the Federal Supply Schedule; and
4. All clauses applicable to items not on the Federal Supply Schedule are included in the order.

20. CONTRACTOR COMMITMENTS, WARRANTIES AND REPRESENTATIONS

- a. For the purpose of this contract, commitments, warranties and representations include, in addition to those agreed to for the entire schedule contract:
 1. Time of delivery/installation quotations for individual orders;
 2. Technical representations and/or warranties of products concerning performance, total system performance and/or configuration, physical, design and/or functional characteristics and capabilities of a product/equipment/ service/software package submitted in response to requirements which result in orders under this schedule contract.
 3. Any representations and/or warranties concerning the products made in any literature, description, drawings and/or specifications furnished by the Contractor.
- b. The above is not intended to encompass items not currently covered by the GSA Schedule contract.

21. 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 OFFERED:

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

22. BLANKET PURCHASE AGREEMENTS (BPAs)

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

23. CONTRACTOR TEAM ARRANGEMENTS

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

24. INSTALLATION, DEINSTALLATION, REINSTALLATION

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

However, if the construction, alteration or repair is segregable and exceeds \$2,000, then the requirements of the Davis-Bacon Act applies.

The ordering activity issuing the task order against this contract will be responsible for proper administration and enforcement of the Federal labor standards covered by the Davis-Bacon Act. The proper Davis-Bacon wage determination will be issued by the ordering activity at the time a request for quotations is made for applicable construction classified installation, de-installation, and reinstallation services under SIN 132-8 or 132-9.

25. SECTION 508 COMPLIANCE

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

Not applicable

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

26. 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.

27. 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.

28. SOFTWARE INTEROPERABILITY.

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

29. ADVANCE PAYMENTS

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

30. PAYMENT ADDRESS

VERSA Integrated Solutions, Inc.

Attn: Accounts Receivable
3901 Calverton Blvd., Suite 185
Calverton, MD 20705

31. TERMS AND CONDITIONS OF GOVERNMENT PURCHASE CARD ACCEPTANCE

VERSA Integrated Solutions, Inc. accepts the Government Purchase Card for purchases equal to or less than the micro- purchase threshold. The Ordering Agency shall provide the card number and expiration date.

32. SPECIAL ATTRIBUTES SUCH AS ENVIRONMENTAL ATTRIBUTES (E.G., RECYCLED CONTENT, ENERGY EFFICIENCY, AND/OR REDUCED POLLUTANTS)

Not applicable.

**TERMS AND CONDITIONS APPLICABLE TO INFORMATION TECHNOLOGY (IT)
PROFESSIONAL SERVICES (SPECIAL ITEM NUMBER 132-51) and HEALTH INFORMATION
TECHNOLOGY SERVICES (SPECIAL ITEM NUMBER 132-56)**

Vendor suitability for offering services through the new Health IT SIN must be in accordance with the following laws and standards when applicable to the specific task orders, including but not limited to:

- Health Information Technology for Economic and Clinical Health Act of 2009 (HITECH)
- The Health Insurance Portability and Accountability Act of 1996 (HIPAA)
- National Institute of Standards and Technology (NIST) Federal Information Processing Standards (FIPS) and Special Publications
- Federal Information Security Management Act (FISMA) of 2002

1. SCOPE

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

2. PERFORMANCE INCENTIVES I-FSS-60 PERFORMANCE INCENTIVES (APRIL 2000)

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

3. ORDER

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

4. PERFORMANCE OF SERVICES

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

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

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

- a. The Contracting Officer may, at any time, by written order to the Contractor, require the Contractor to stop all, or any part, of the work called for by this contract for a period of 90 days after the order is delivered to the Contractor, and for any further period to which the parties may agree. The order shall be specifically identified as a stop-work order issued under this clause. Upon receipt of the order, the Contractor shall immediately comply with its terms and take all reasonable steps to minimize the incurrence of costs allocable to the work covered by the order during the period of work stoppage. Within a period of 90 days after a stop-work is delivered to the Contractor, or within any extension of that period to which the parties shall have agreed, the Contracting Officer shall either-
 - 1. Cancel the stop-work order; or
 - 2. Terminate the work covered by the order as provided in the Default, or the Termination for Convenience of the Government, clause of this contract.
- b. If a stop-work order issued under this clause is canceled or the period of the order or any extension thereof expires, the Contractor shall resume work. The Contracting Officer shall make an equitable adjustment in the delivery schedule or contract price, or both, and the contract shall be modified, in writing, accordingly, if-
 - 1. The stop-work order results in an increase in the time required for, or in the Contractor's cost properly allocable to, the performance of any part of this contract; and
 - 2. The Contractor asserts its right to the adjustment within 30 days after the end of the period of work stoppage; provided, that, if the Contracting Officer decides the facts justify the action, the Contracting Officer may receive and act upon the claim submitted at any time before final payment under this contract.
- c. If a stop-work order is not canceled and the work covered by the order is terminated for the convenience of the Government, the Contracting Officer shall allow reasonable costs resulting from the stop-work order in arriving at the termination settlement.
- d. If a stop-work order is not canceled and the work covered by the order is terminated for default, the Contracting Officer shall allow, by equitable adjustment or otherwise, reasonable costs resulting from the stop-work order.

6. INSPECTION OF SERVICES

The Inspection of Services-Fixed Price (AUG 1996) (Deviation 1- 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 (May 2001) (Deviation 1 - May 2003) clause at FAR 52.246-6 applies to time-and-materials and labor-hour orders placed under this contract.

7. RESPONSIBILITIES OF THE CONTRACTOR

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

8. RESPONSIBILITIES OF THE ORDERING ACTIVITY

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

9. INDEPENDENT CONTRACTOR

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

10. ORGANIZATIONAL CONFLICTS OF INTEREST

a. Definitions.

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

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

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

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

11. INVOICES

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

12. PAYMENTS

For firm-fixed price orders the ordering activity shall pay the Contractor, upon submission of proper invoices or vouchers, the prices stipulated in this contract for service rendered and accepted. Progress payments shall be made only when authorized by the order. For time-and-materials orders, the Payments under Time-and- Materials and Labor-Hour Contracts at FAR 52 .212- 4 (OCT 2008) (ALTERNATE I- OCT 2008) (DEVIATION I- FEB 2007) applies to time-and-materials orders placed under this contract. For labor-hour orders, the Payment under Time-and-Materials and Labor-Hour Contracts at FAR 52.212-4 (OCT 2008) (ALTERNATE I- OCT 2008) (DEVIATION I- FEB 2007) applies to labor-hour orders placed under this contract. 52.216-31(Feb 2007) Time-and-Materials/Labor-Hour Proposal Requirements-Commercial Item Acquisition As prescribed in 16.601(e)(3), insert the following provision:

- a. The Government contemplates award of a Time-and-Material or Labor-Hour type of contract resulting from this solicitation.
- b. The offeror must specify fixed hourly rates in its offer that include wages, overhead, general and administrative expenses, and profit. The offeror must specify whether the fixed hourly rate for each labor category applies to labor performed by-
 1. The offeror,
 2. Subcontractors, and/or
 3. Divisions, subsidiaries, or affiliates of the offeror under a common control.

13. RESUMES

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

14. INCIDENTAL SUPPORT COSTS

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

15. APPROVAL OF SUBCONTRACTS

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

16. DESCRIPTION OF IT PROFESSIONAL SERVICES AND PRICING

- a. The Contractor shall provide a description of each type of IT Service offered under Special Item Numbers 132-51 IT Professional Services should be presented in the same manner as the Contractor sells to its commercial and other ordering activity customers. If the Contractor is proposing hourly rates, a description of all corresponding commercial job titles (labor categories) for those individuals who will perform the service should be provided.
- b. Pricing for a IT Professional Services shall be in accordance with the Contractor's customary commercial practices; e.g., hourly rates, monthly rates, term rates, and/or fixed prices.

Pricing

SIN	Service Proposed	Unit of Issue	On-Site Prices offered to GSA (including IFF)	Off-Site Prices offered to GSA (including IFF)
132-51 & 132-56	Applications Project Manager	hourly	\$115.82	\$129.18
132-51 & 132-56	Applications Project Manager	hourly	\$119.60	\$133.39
132-51 & 132-56	Business Continuity Planner	hourly	\$113.89	\$127.02
132-51 & 132-56	Cable Tech Junior	hourly	\$53.03	\$60.94
132-51 & 132-56	Cable Tech Senior	hourly	\$72.79	\$83.65
132-51 & 132-56	Help Desk Specialist	hourly	\$67.59	\$77.67
132-51 & 132-56	Information Services Consultant	hourly	\$171.28	\$196.83
132-50 & 132-56	Information Systems Training Specialist	hourly	\$102.76	\$118.09
132-51 & 132-56	Installation Tech	hourly	\$85.38	\$95.22
132-51 & 132-56	Network Consultant	hourly	\$105.02	\$120.69
132-51 & 132-56	Network Security Engineer	hourly	\$104.78	\$120.41
132-51 & 132-56	Project Manager	hourly	\$129.77	\$144.73
132-51 & 132-56	Senior Communications Analyst	hourly	\$80.47	\$89.75
132-51 & 132-56	Senior Network Security Engineer	hourly	\$120.89	\$138.93
132-51 & 132-56	Senior Project Engineer	hourly	\$117.50	\$135.03
132-51 & 132-56	Senior Telecommunications Tech 1	hourly	\$75.54	\$84.25
132-51 & 132-56	Senior Telecommunications Tech 2	hourly	\$113.81	\$126.93
132-51 & 132-56	Service Visit Personnel	hourly	\$87.62	\$97.73
132-51 & 132-56	Special Applications Systems Engineer	hourly	\$101.72	\$113.45
132-51 & 132-56	Sr. Network/Comm. Engineer	hourly	\$126.52	\$141.11
132-51 & 132-56	Subject Matter Specialist 1	hourly	\$154.09	\$171.86
132-51 & 132-56	Subject Matter Specialist 2	hourly	\$139.99	\$156.14
132-51 & 132-56	Support Analyst	hourly	\$59.24	\$68.08
132-51 & 132-56	Systems Analyst	hourly	\$78.90	\$90.67

SIN	Service Proposed	Unit of Issue	On-Site Prices offered to GSA (including IFF)	Off-Site Prices offered to GSA (including IFF)
132-51 & 132-56	Systems Consultant	hourly	\$154.47	\$177.52
132-51 & 132-56	Systems Engineer	hourly	\$77.55	\$86.49
132-51 & 132-56	Systems Engineer Sr.	hourly	\$164.09	\$188.57
132-51 & 132-56	Technical Consultant On site	hourly	\$84.33	\$94.05
132-51 & 132-56	Technical Writer	hourly	\$78.60	\$90.33
132-51 & 132-56	Test Engineer	hourly	\$97.98	\$112.60
132-51 & 132-56	VV&D Engineer	hourly	\$82.99	\$92.56

Job Descriptions

Job Title: Applications Project Manager 1

Job Duties Description: Responsible for all phases of contract management, work flow, and resource management; and for the quality of the program and deliverables, timeliness, minimization of problems, risk assessment and program performance.

Education Level/Experience Required: Bachelor's degree required. One year of relevant professional experience may be substituted for each year of college education required (4). Must have a minimum of eight (8) years business experience in the fields of computer systems, communications or systems integration related fields. A minimum of three (3) years Project Management experience is required.

Job Title: Applications Project Manager 2

Job Duties Description: Responsible for all phases of contract management, work flow, and resource management; and for the quality of the program and deliverables, timeliness, minimization of problems, risk assessment and program performance.

Services for Applications Project Manager 2 may be performed on weekends and after normal business hours.

Education Level/Experience Required: Bachelor's degree required. One year of relevant professional experience may be substituted for each year of college education required (4). Must have a minimum of eight (8) years business experience in the fields of computer systems, communications or systems integration related fields. A minimum of three (3) years Project Management experience is required.

Job Title: Business Continuity Planner

Job Duties Description: Functional Responsibility: Position covers all areas of the business continuity planning cycle. Works with high-level organizational personnel and provides analysis and recommendations to organizations to ensure the continuation of core, mission-essential functions should personnel, facilities, inventory, IT/communications and/or infrastructure experience a natural or man-made debilitating event. Maintains schedules to meet all deadlines and objectives. Designs and administers programs that include policies, standards, guidelines, training programs, and quality assurance processes for viable continuity planning. Oversees the development of Continuity of Operations (COOP) plans. Provides leadership to other business continuity professionals.

Education Level/Experience Required: Requires two (2) to five (5) years' experience in the field or related area. Requires an Associates or Bachelor's degree, applicable certificates, or its equivalent.

Job Title: Cable Tech Junior

Job Duties Description: Performs installation, maintenance and repair of telecommunications systems. Installs, maintains and repairs voice, data and wireless communications systems. Maintains telecommunications equipment and installs, rearranges and removes equipment and associated wiring. Interprets service orders, circuit diagrams, and electrical schematics. Tests, locates, and repairs equipment problems associated with trouble calls, and performs routine maintenance.

Education Level/Experience Required: High School Diploma, or the equivalent combination of education, technical training or work experience. One to two years of related telecommunications experience.

Job Title: Cable Tech Senior

Job Duties Description: Performs installation, maintenance and repair of telecommunications systems. Installs, maintains and repairs voice, data and wireless communications systems. Maintains telecommunications equipment and installs, rearranges and removes equipment and associated wiring. Interprets service orders, circuit diagrams, and electrical schematics. Tests, locates, and repairs equipment problems associated with trouble calls, and performs routine maintenance. Verifies work order information and receipt of all necessary equipment and information.

Education Level/Experience Required: Associate's Degree in a related technical discipline, or the equivalent combination of education, technical training or work experience. Three to five years of related telecommunications experience.

Job Title: Help Desk Specialist

Job Duties Description: Provides support to end users on a variety of issues. Identifies, researches, and resolves technical problems. Responds to telephone calls, email and personnel requests for technical support. Documents, tracks and monitors the problem to ensure a timely resolution.

Education Level/Experience Required: May require an associate's degree in a related area and 0-2 years of experience in the field or in a related area or high school diploma with 5 years of experience. Has knowledge of commonly used concepts, practices, and procedures within a particular field. Relies on instructions and pre-established guidelines to perform the functions of the job. Works under immediate supervision. Primary job functions do not typically require exercising independent judgment. Typically reports to a supervisor or manager.

Job Title: Information Services Consultant

Lead technical expert supporting FDA Business Owners and OIM organizations and other technical organizations. Works with FDA Business Owners to provide advice in the integration and test of applications into ICT21 environment, and supports migration of business applications from test and development environment to production environment. Familiar with data center technology, procedures, and processes including, data center hardware, software, tools, databases, testing, protocols and peripherals. Has skills and experience related to business processes, systems engineering, operations, and management of data centers.

Education Level/Experience Required: Master's Degree with 10 years' experience, Bachelor's degree with 15 years' experience. The Information Services Consultant should have experience in application development and test, and data center operations. This experience should have been in coordinating and managing the implementation of major applications from the development phase to the operational phase.

Job Title: Information Systems Training Specialist

Job Duties Description: Develops and conducts training and educational courses on the information systems within the data center. Oversees or develops training materials, including manuals and presentations. Maintains records of all training activities, employee progress, and training program effectiveness. The Information Systems Training Specialist should have experience in providing information services training courses and materials.

Education Level/Experience Required: Associates degree with 5 years of specialized experience. Bachelor's Degree with one year experience, or Master's Degree with no experience.

Job Title: Network Consultant

Job Duties Description: Develops, plans, and implements the overall strategic goals of an organization's network system. Evaluates and recommends changes to current and future network requirements to meet the organization's needs.

Education Level/Experience Required: Requires a bachelor's degree in a related area and at least 8 years of experience in the field. Familiar with a variety of the field concepts, practices, and procedures. Relies on extensive experience and judgment to plan and accomplish goals. Performs a variety of tasks. Leads and directs the work of others. A wide degree of creativity and latitude is expected. Typically reports to a head of a unit/department.

Job Title: Network Security Engineer

Job Duties Description: Provides network security solutions for specific data center systems, including hardware, software, tools, networks, and facilities. Develops or modifies operating procedures and manuals to solve network security problems considering network circuits, hardware and protocols, processing platforms hardware and software, and facility systems and cabling. Coordinates network

security activities with vendor maintenance organizations. Supports integration and test network security activities as hardware or applications are migrated from the development to the operational environment. Ensures feedback on network security test results, problem resolution, and customer satisfaction or to support network security issues. Ensures proper escalation during network security outages or periods of degraded system performance, problem resolution, and customer satisfaction. The Network Engineer should have experience in managing, testing, operating, and maintaining network security systems.

Education Level/Experience Required: Associates Degree with two years of related experience. Equivalents: High School diploma with four years of specialized experience in related field, or Bachelor's Degree with one year experience, or Master's Degree with no experience.

Job Title: Network Security Engineer Senior

Job Duties Description: Provides network security solutions for all data center systems, including hardware, software, tools, and facilities. Develops or modifies operating procedures and manuals to solve complex network security problems considering network circuits, hardware and protocols, processing platforms hardware and software, and facility systems and cabling. Provides network security interface with Customers Business Owners, OIM organization, contractors, and vendor maintenance organizations. Provides analysis and support to ensure proper escalation during outages or periods of degraded network security performance or to support network security issues. Supports integration and test network security activities as hardware or applications are migrated from the development environment to the operational environment. Ensures feedback on network security test results, problem resolution, and customer satisfaction. Instructs, directs, and oversees the work of other network security personnel. Experience in managing, operating, and maintaining network security systems. This experience should have been in supervising network security projects, including the implementation, testing, operations, and maintenance of mainframe, distributed systems, and server-based platforms.

Education Level/Experience Required: Bachelor's Degree from an accredited college or university with five years of related experience. Equivalents: High School diploma with nine years of specialized experience in related field, or Associates Degree with seven years of experience, or Master's Degree with three years' experience, or Doctorate Degree with one year experience.

Job Title: Project Manager

Job Duties Description: Overall responsibility for company performance on specific programs or projects. Leads, manages, and coordinates all contributing disciplines and resources in the completion of projects or management of the program. Engage in: assigning tasks; establishing and maintaining task schedules; maintaining liaison between appropriate engineering personnel and the customer to ensure effective coordination of all projects or program efforts; preparing and adhering to project cost and staffing plans; preparing plans, proposals, and briefings. Also provide management of contract negotiations and company representation with customers and subcontractors as required.

Education Level/Experience Required: Bachelor's degree required. One year of relevant professional experience may be substituted for each year of college education required (4). Must have a minimum of eight (8) years business experience in the fields of computer systems, communications or systems integration related fields. A minimum of three (3) years Project Management experience is required. Ability to work with Government contracts personnel.

Job Title: Senior Communications Analyst

Job Duties Description: This position is similar to a senior telecommunications technician in that the Senior Communications Analyst must be familiar with all aspects of voice and data telecommunications services. This individual will interact with end users and determine the most appropriate way to resolve their telecommunications issues. Specific functions, include processing service requests and inquiries; negotiating service orders, assigning and tracking telephone numbers; verification of programming and cable facilities, building voice mail boxes/application; tracking and preparing billing media, and dispatching technicians. The Senior communications Analyst will also perform test, analysis, and record-correction functions; prepare cut sheets and floor plans; and provide end user training.

Education Level/Experience Required: Must be a high school graduate and have a minimum of eight (8) years' experience in installation, repair, and maintenance of electronic computer based systems with

four (4) years' experience in the areas of voice and/or data transmission facilities. Must have direct work experience with various transmission media including two and four wire transmission, microwave, fiber optics, satellite, and other. Four (4) years of the required experience must be in the direct testing, evaluation, and quality assurance of voice or data networks.

Job Title: Senior Network/Communication Engineer

Job Duties Description: Utilizes intimate understanding of data communication technologies, trends and issues to analyze sophisticated enterprise-wide communications systems design. Provide technical leadership in evaluation, design and installation of state of the art data communication environments. Understands and incorporates all aspects of the organizations information flow into the communications systems infrastructure. Utilizes in depth knowledge to diagnose and correct sophisticated communications and network problems. Designs and implements network security solutions. Configures network for voice, video and data over the infrastructure, which includes IP, ATM and Frame. Installs convergence equipment with legacy communications and LAN/WAN equipment. Integrates voicemail and email systems and configures QoS (Quality of Service) for network optimization. Designs dial plan and implements the design in the converged network.

Education Level/Experience Required: Certification Requirements: Cisco (or vendor equivalent) CCNP (Cisco Certified Network Professional) or CCIE (Cisco Certified Internetwork Expert) and Cisco (or vendor equivalent) IP Telephony Certified. Educational and Experience Requirements: Bachelor's Degree and 5 to 7 years' experience. Educational/Experience Equivalency: High School Diploma with 10+ years' experience.

Job Title: Senior Project Engineer

Job Duties Description: Responsible for the completion of long-term IT engineering projects. Performs engineering design evaluations and works to complete projects within budget and scheduling restraints. Develops, implements, and monitors information systems policies and controls to ensure data accuracy, security, and regulatory compliance. Reviews reports of computer and peripheral equipment production, malfunction, and maintenance to determine and address problems.

Education Level/Experience Required: Requires a bachelor's degree and 6-8 years of experience in the field or in a related area, an associate's degree with 10 years and high school diploma with 12 years of experience. May require ongoing training in network/telecom seminars. Familiar with a variety of the field concepts, practices, and procedures. Relies on extensive experience and judgment to plan and accomplish goals. Performs a variety of tasks. May lead and direct the work of others. A wide degree of creativity and latitude is expected. Typically reports to a supervisor or manager.

Job Title: Senior Telecommunications Tech 1

Job Duties Description: Monitors vendors' installation of equipment, and performing system testing and evaluation activities. Inspects and review hardware installation, wiring, power, grounding, system database validation, and other activities to ensure quality installation of services for the client. Performs adjunct installation, de-installation, and relocation activities including, but not limited to, site preparation and installation and/or removal of cabling and wiring systems, terminal equipment, automated data processing services, and associated hardware and software. Provides quality assurance of voice and data switching equipment. Installs and/or maintain LAN/WAN equipment or networks of LANs/WANs. Communicates effectively in writing and verbally with all levels of technical and management personnel, as required. Performs network testing, analysis, and optimization. Applies transmission engineering principles to existing networks to ensure receipt of quality voice and data telecommunications services.

Education Level/Experience Required: Must be a high school graduate and have a minimum of four (4) years' experience in installation, repair, and maintenance of electronic computer based systems and four (4) years' experience in the areas of voice and/or data transmission facilities. Must have direct work experience with various transmission media including two and four wire transmission, microwave, fiber optics, satellite, and other. Two (2) years of the required experience must be in the direct testing, evaluation, and quality assurance of voice or data networks.

Job Title: Senior Telecommunications Tech 2

Job Duties Description: Provides in-depth analysis of trouble conditions and facilitates repair efforts. Works independently or coordinate a team of technicians as necessary. Monitor vendors' installation of equipment and perform/coordinate system testing and evaluation activities. Inspects and reviews hardware installation, wiring, power, grounding, system database validation, and other activities to ensure quality installation of services for the client. May perform adjunct installation, de-installation, and relocation activities including, but not limited to, site preparation and installation and/or removal of cabling and wiring systems, terminal equipment, automated data processing services, and associated hardware and software. May be assigned to tasks requiring quality assurance testing of voice and data switching equipment. May install and/or maintain LAN/WAN equipment or networks of LANs/WANs. Is expected to communicate effectively in writing and verbally with all levels of technical, engineering, and management personnel, as required. Coordinates the repair of large or complex troubles. Performs in the area of network testing, analysis, and optimization. Apply transmission-engineering principles to existing networks to ensure receipt of quality voice and data telecommunications services.

Education Level/Experience Required: Must be a high school graduate and have a minimum of eight (8) years' experience in installation, repair, and maintenance of electronic computer based systems with four (4) years' experience in the areas of voice and/or data transmission facilities. Must have direct work experience with various transmission media including two and four wire transmission, microwave, fiber optics, satellite, and other. Four (4) years of the required experience must be in the direct testing, evaluation, and quality assurance of voice or data networks.

Job Title: Service Visit Personnel

Job Duties Description: In response to a customer's request, will be assigned tasks that are not part of the basic service (go beyond the service delivery point) and dispatched to the customer's premises. Tasks include but are not limited to wire repair work not covered by a maintenance plan; customer-caused damage repairs to CPE or wire under a maintenance plan; specific troubles or uncoordinated immediate requests that are not part of a planned project or conversion; and end-user on-site digital subscriber line support. Is expected to communicate effectively in writing and verbally with all levels of technical, engineering, and management personnel, as required. Will be expected to work independently or coordinate a team as necessary. This labor category permits the contractor to recover costs in the event the contractor responds to a customer requested trouble call and no problems are found or when no one is available to allow entry or when a dispatch date and time are arranged but the customer isn't available to receive a delivery.

Education Level/Experience Required: Qualifications will vary depending on the nature of the customer's request/service visit. Must have the appropriate education, training, and direct work

Job Title: Special Applications Systems Engineer

Job Duties Description: Communicates during installation with TIER III and IV engineers and product designers as well as with customers to coordinate administration and troubleshooting of systems being installed. Responsible for test of all installed equipment and is capable of operating and understanding test devices such as frequency and data signal generators, oscilloscopes, transmission measuring equipment, volt-ohm meters. Document installation work activities and coordinate activities with customers.

Education Level/Experience Required: A Bachelor's degree in Math or Computer Science from an accredited college or university and a minimum of nine (9) years' experience in the design and development of complex ADP systems. Broad knowledge of database, data communications, and networking theory and concepts as applied to mainframe, minicomputer, and microcomputer platforms. Must be capable of conversing with technical and managerial personnel to determine applicable programs, agency plans, and other factors affecting systems design requirements.

Job Title: Subject Matter Specialist 1

Job Duties Description: Recognized at the industry level in a technical field or specialized engineering or technology area and is proficient in relevant engineering principles and practices. Applies experience, skills, and expert knowledge within an engineering discipline to complex assignments. Generates unique

concepts as evidenced by synthesis of new products or processes. Creates or uses engineering/scientific tools to solve technical problems. Utilizes and develops tools, techniques, processes and/or facilities such as state-of-the-art simulation environments, laboratories, and test facilities. Provides leadership for engineering activities in a specialized engineering or technology subject area. Serves as a major contributor to technical planning process and for providing technical management and guidance.

Education Level/Experience Required: Requires ten (10) years in the field or related area. Requires Master's Degree, or its equivalent.

Job Title: Subject Matter Specialist 2

Job Duties Description: Recognized at the industry level in a technical field or specialized engineering or technology area and is proficient in relevant engineering principles and practices. Applies experience, skills, and expert knowledge within an engineering discipline to complex assignments. Generates unique concepts as evidenced by synthesis of new products or processes. Creates or uses engineering/scientific tools to solve technical problems. Utilizes and develops tools, techniques, processes and/or facilities such as state-of-the-art simulation environments, laboratories, and test facilities. Provides leadership for engineering activities in a specialized engineering or technology subject area. Serves as a major contributor to technical planning process and for providing technical management and guidance.

Subject Matter Specialist 2 services are provided on a minimum monthly hour basis.

Education Level/Experience Required: Requires ten (10) years in the field or related area. Requires Master's Degree, or its equivalent.

Job Title: Support Analyst V

Job Duties Description: Provides solutions for all data center systems, including hardware, software, tools, networks, and facilities. Develops or modifies operating procedures and manuals to solve complex problems considering network circuits, hardware and protocols, processing platforms hardware and software, and facility systems and cabling. Provides interface with Business Owners, OIM organization, contractors, and vendor maintenance organizations. Provides analysis and support to ensure proper escalation during outages or periods of degraded system performance. Supports integration and test activities as applications are migrated from the development environment to the operational environment. Ensures feedback on test results, problem resolution, and customer satisfaction. Instructs, directs, and oversees the work of other personnel.

Education Level/Experience Required: High School diploma with two years of specialized experience in related field.

Job Title: Systems Analyst

Job Duties Description: Analyzes and develops computer software possessing a wide range of capabilities, including numerous engineering, business, and records management functions. Develops 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, and analyzes proposed system modifications, upgrades and new COTS. Analyzes the problem and the information to be processed. Defines the problem and develops system requirements and program specifications, from which programmers prepare detailed flow charts, programs, and tests. Interface with programmers to ensure proper implementation of program and system specifications. Develops, in conjunction with functional users, system alternative solutions.

Education Level/Experience Required: Associates Degree with two years of related experience. Equivalents: High School diploma with four years of specialized experience in related field, or Bachelor's Degree with one year experience, or Master's Degree with no experience.

Job Title: Systems Consultant

Job Duties Description: Oversees the department responsible for supporting the sales representatives by providing technical knowledge to clients and potential clients. Evaluates the client's existing systems and needs to recommend products or services. Attends presentations or develops proposals, acting as the technical expert. Assigns project staff to installations/implementations and monitors deliverables to ensure client needs are met successfully and in a timely fashion. Gathers client feedback and suggests new products/services or makes recommendations for improvements to existing products/services.

Education Level/Experience Required: Requires a bachelor's degree and at least 12 years of experience in the field or in a related area an associate's degree with 15 years and high school diploma with 20 years of experience. Familiar with a variety of the field concepts, practices, and procedures. Relies on extensive experience and judgment to plan and accomplish goals. Performs a variety of tasks. Leads and directs the work of others. A wide degree of creativity and latitude is expected. Typically reports to top management.

Job Title: Systems Engineer

Job Duties Description: Performs engineer functions which include studies, analysis and implementation. Identify, evaluate and implement information technology to integrate organizations systems and interface with customers and suppliers; enable users to access and manipulate information across a wide variety of technology platforms. Evaluates functions from an enterprise and strategic perspective. Designs, implements and operates network management systems that support telecommunications operations. Works at the corporate level in the development of strategic and enterprise plans.

Education Level/Experience Required: A bachelor's degree from an accredited college or university in engineering, computer science, or information systems. Must have at least seven years of experience in design, development, optimization, or implementation of software, hardware, and business systems. Must have experience in designing, implementing, or operating network management systems that support telecommunications operations. The breadth of experience must include information technology assessment and optimization, and business process analyses that cross--organizational boundaries. Must be current in information technology and information structures to support organizational goals. Must have experience working at the corporate level in the development of strategic and enterprise plans.

Job Title: Systems Engineer Senior

Job Duties Description: Performs a variety of systems engineering tasks and activities independently, which are broad in nature and are concerned with major systems design, integration, and implementation, including personnel, hardware, software, budgetary, and support facilities and/or equipment.

Education Level/Experience Required: Bachelor's Degree from an accredited college or university with 10 years of related experience. Equivalent: High School diploma with 15 years of specialized experience in related field, or Associates Degree with 12 years of experience, or Master's Degree with three years' experience, or Doctorate Degree with one year experience.

Job Title: Technical Consultant

Job Duties Description: In response to customer request, will be assigned tasks that are not part of the basic service (which go beyond the service delivery point) and dispatched to the customer's premises. Tasks include, but are not limited to, wire repair work not covered by a maintenance plan; repairs of customer-caused damage to CPE or wire under a maintenance plan; specific troubles or uncoordinated immediate requests that are not part of a planned project or conversion; and end-user on-site digital subscriber line support. Is expected to communicate effectively in writing and verbally with all levels of technical, engineering, and management personnel, as required. Will be expected to work independently or coordinate a team as necessary. This labor category permits the contractor to recover costs in the event the contractor responds to a customer requested trouble call and no problems are found or when no one is available to allow entry or when a dispatch date and time are arranged but the customer isn't available to receive a delivery.

Education Level/Experience Required: Bachelor's degree in engineering or telecommunications is preferable, but not necessary. At the minimum, must be a high school graduate with a minimum of 4

years' experience in installation, repair and maintenance of electronic computer based systems and 4 years' experience in the areas of voice and/or data transmission facilities. Experience as a Central Office Technician is helpful. Must have direct work experience with various transmission media including two- and four-wire transmission, microwave, fiber optics, satellite, etc. Experience in the area of direct testing, evaluation, and quality assurance of voice/data networks is a plus.

Job Title: Test Engineer

Job Duties Description: Subject Matter Expert providing testing expertise to support user requirements of complex to highly complex software/hardware applications. Directs and/or participates in all phases of risk management assessments and software/hardware development with emphasis on analysis of user requirements, test design, and test tools selection. Responsible for ensuring that the test design and documentation support all applicable clients, agency, or industry standards, time lines, and budgets. Responsible for ensuring that testing conclusions and recommendations are fully supported by test results and project managers are fully informed of testing status and application deviations from documented user requirements.

Education Level/Experience Required: Bachelor's Degree from an accredited college or university with five years of related experience. Equivalents: High School diploma with nine years of specialized experience in related field, or Associates Degree with seven years of experience, or Master's Degree with three years' experience, or Doctorate Degree with one year experience.

Job Title: Technical Writer

Job Duties Description: Reviews and edits written and graphic technical specifications and materials, including system configuration, documentation, studies, reports and other presentation graphics. Ensures compliance with style and format standards, correct usage of English, and overall structure and organization of material. The Technical Writer should have experience developing, editing, and producing technical and graphic documentation for IT systems. This experience should include producing documentation under Government contracts.

Education Level/Experience Required: Associates degree with 5 years of specialized experience. Bachelor's Degree with one year experience, or Master's Degree with no experience.

Job Title: Voice Video & Data Engineer (VV&D)

Job Duties Description: Design, develop, and oversee implementation of Voice, Video and Data (VV&D) Network Transmission and conform to applicable Quality of Service and reliability requirements. Design networks for transmission of scientific data. Perform Implementation and Integration services, and Perform Testing and Validation services. Provide Configuration Management support and create backups to all system configuration files on various medias, and ensure all configuration documentation is managed and updated as needed.

Education Level/Experience Required: Must have a two-year associate degree and a CCVP or CCDP certifications.

USA COMMITMENT TO PROMOTE SMALL BUSINESS PARTICIPATION PROCUREMENT PROGRAMS

PREAMBLE

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

COMMITMENT

To actively seek and partner with small businesses.

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

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

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

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

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

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

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

Pamela Gilman
VERSA Integrated Solutions, Inc.
P:(240) 770-5341 ext. 103
C: (301) 775-3570
F: (877) 587-3491

(Insert Customer Name)

BEST VALUE BLANKET PURCHASE AGREEMENT FEDERAL SUPPLY SCHEDULE

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

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

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

Signatures

Ordering Activity
BPA Number

Date

Contractor

Date

{CUSTOMER NAME}
BLANKET PURCHASE AGREEMENT

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

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

MODEL NUMBER	PART NUMBER	*SPECIAL BPA DISCOUNT	PRICE
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

2. Delivery

DESTINATION	DELIVERY SCHEDULE	DATES
_____	_____	_____
_____	_____	_____
_____	_____	_____

3. The ordering activity estimates, but does not guarantee, that the volume of purchases through this agreement will be _____
4. This BPA does not obligate any funds.
5. This BPA expires on _____ or at the end of the contract period, whichever is earlier.
6. The following office(s) is hereby authorized to place orders under this BPA: OFFICE POINT OF CONTACT

OFFICE	POINT OF CONTACT
_____	_____
_____	_____
_____	_____

7. Orders will be placed against this BPA via Electronic Data Interchange (EDI), FAX, or paper.
8. Unless otherwise agreed to, all deliveries under this BPA must be accompanied by delivery tickets or sales slips that must contain the following information as a minimum:
 - 8.a. Name of Contractor;
 - 8.b. Contract Number;
 - 8.c. BPA Number;
 - 8.d. Model Number or National Stock Number (NSN);
 - 8.e. Purchase Order Number;
 - 8.f. Date of Purchase;

8.g. Quantity, Unit Price, and Extension of Each Item (unit prices and extensions need not be shown when incompatible with the use of automated systems; provided, that the invoice is itemized to show the information); and

8.h. Date of Shipment.

9. The requirements of a proper invoice are specified in the Federal Supply Schedule contract. Invoices will be submitted to the address specified within the purchase order transmission issued against this BPA.
10. The terms and conditions included in this BPA apply to all purchases made pursuant to it. In the event of an inconsistency between the provisions of this BPA and the Contractor's invoice, the provisions of this BPA will take precedence.

BASIC GUIDELINES FOR USING "CONTRACTOR TEAM ARRANGEMENTS"

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

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

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

Participation in a Team Arrangement is limited to Federal Supply Schedule Contractors. Customers should refer to FAR 9.6 for specific details on Team Arrangements.

Here is a general outline on how it works:

- The customer identifies their requirements. Federal Supply Schedule Contractors may individually meet the customers' needs, or -
- Federal Supply Schedule Contractors may individually submit a Schedules "Team Solution" to meet the customer's requirement.

Customers make a best value selection.