



Integrated Systems Analysts, Inc.

Authorized ADP Schedule Price List

Federal Supply Service Information Technology Schedule (FSS ITS)
General Purpose Commercial Information Technology
Equipment, Software, and Services

Contract#: GS-35F-4359G
Period of Performance for Services:
April 1, 1997 through April 3, 2017
Current through Modification PS-0004

General Services Administration
Federal Supply Service

**AUTHORIZED FEDERAL SUPPLY SERVICE
INFORMATION TECHNOLOGY SCHEDULE PRICELIST
GENERAL PURPOSE COMMERCIAL INFORMATION
TECHNOLOGY, EQUIPMENT, SOFTWARE AND SERVICES**

Special Item No. 132-51 Information Technology Professional Services

Integrated Systems Analysts, Inc. (ISA)
2001 North Beauregard Street, Suite 600
Alexandria, VA 22311
(703)824-0700

Contract Number GS-35F-4359G

Period Covered by Contract 1 April 1997 through 31 Mar 2017

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 www.gsaadvantage.gov.

TABLE OF CONTENTS

| | |
|---|-----------|
| Information for Ordering Offices | 4 |
| Terms and Conditions Applicable to Information Technology Professional Services – Special Item No. 132-51 | 7 |
| Best Value Blanket Purchase Agreement | 11 |
| Basic Guidelines for Using "Contractor Team Arrangements" | 14 |
| Information Technology Professional Service Labor Category Descriptions | 15 |
| GSA Labor Rates | 21 |

INFORMATION FOR ORDERING OFFICES

1. **GEOGRAPHIC SCOPE OF CONTRACT.** The geographic scope of this Schedule for all Special Items covered is the forty-eight (48) contiguous United States, the District of Columbia, Hawaii and Alaska.
2. **CONTRACTOR'S ORDERING ADDRESS AND PAYMENT ADDRESS.**

| | |
|---|---|
| <p style="text-align: center;">Ordering Address:</p> <p>Integrated Systems Analysts, inc. 2001 N. Beauregard Street, Suite 600 Alexandria, VA 22311 ATTN: Government Sales Department (800) 929-1024 Voice (703) 824-1788 Fax</p> | <p style="text-align: center;">Payment Address:</p> <p>EFT to Xenith Bank ABA Routing Number 051409184 Account Number 5500712939</p> <p style="text-align: center;">Or Mail To:</p> <p>Integrated Systems Analysts, Inc. P.O. Box 9022 Alexandria, VA 22304</p> |
|---|---|

For Ordering dial (800) 929-1024 and ask for the Corporate Contracts Manager

For Technical Support dial (800) 929-1024

Facsimile orders may be placed at (703) 824-1788

Government Commercial Credit Cards are acceptable for payment. In addition, bank account information for wire transfer payments will be shown on the invoice.

3. **RESERVED.**
4. **STATISTICAL DATA FOR GOVERNMENT ORDERING OFFICE COMPLETION OF STANDARD FORM 279.**

| | | |
|-----------|---|-----------------------|
| Block 9: | <i>G. Order/Modification Under Federal Schedule</i> | |
| Block 16: | DUNS | 016626426 |
| Block 30: | Type of Contractor | <i>Small Business</i> |
| Block 31: | Woman-Owned Small Business | <i>No</i> |
| Block 34: | Walsh-Healey Act Manufacturer or Regular Dealer? | <i>Regular Dealer</i> |
| Block 36: | Contractor's Taxpayer Identification Number (TIN) | <i>54-1156422</i> |

4a. **CAGE CODE.** 5V951

5. **FOB DESTINATION.**

6. **COMMERCIAL DELIVERY SCHEDULE (Multiple Award Schedules).** The time of delivery of service depends on the type of services ordered (see special terms on the applicable Appendix).

7. **DISCOUNTS.** A .5% prompt payment discount applies to all invoices paid within 10 days. Payment terms are net 30 days after receipt of proper invoice.

8. **SMALL REQUIREMENTS.** ISA may at its option accept orders below \$100.00 (net price).
9. **MAXIMUM ORDER.** (All dollar amounts are exclusive of any discount for prompt payment.) The maximum dollar value per order for all IT Professional services will be \$500,000.

10. 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; refer to the terms and conditions for this SIN.]

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!" online 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, Assurance Technology Corporation may –

1. 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);
 2. Offer the lowest price available under the contract; or
 3. 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.

11. SECURITY REQUIREMENTS. In the event security requirements are necessary, the ordering activities may incorporate, in their delivery order(s), a security clause in accordance with current laws, regulations, and individual agency policy; however, the burden of administering the security requirements shall be with the ordering agency. If any costs are incurred as a result of the inclusion of security requirements, such costs will be negotiated with ISA on an open market basis, outside the scope of the Schedule contract.

12. CONTRACT ADMINISTRATION FOR ORDERING OFFICES. Any ordering office, with respect to any one or more delivery orders placed by it under this Schedule contract, may exercise the same rights of termination as might the GSA Contracting Officer under provisions of FAR 52.249-1, 52.249-2, and 52.249-8. Also, ISA may submit a settlement proposal in accordance with FAR 52-249-2.

TERMS AND CONDITIONS APPLICABLE TO INFORMATION TECHNOLOGY PROFESSIONAL SERVICES

SPECIAL ITEM NO. 132-51

1. SCOPE.

- a. The prices, terms and conditions stated under Special Item Number 132-51 Information Technology Professional Services apply exclusively to IT Professional Services within the scope of this Information Technology Schedule.
- b. Integrated Systems Analysts, Inc. shall provide services at Integrated Systems Analysts, Inc.'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 Integrated Systems Analysts, Inc. 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. Integrated Systems Analysts, Inc. shall commence performance of services on the date agreed to by Integrated Systems Analysts, Inc. and the ordering activity.
- b. Integrated Systems Analysts, Inc. agrees to render services only during normal working hours, unless otherwise agreed to by Integrated Systems Analysts, Inc. 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 Integrated Systems Analysts, Inc., require Integrated Systems Analysts, Inc. 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 Integrated Systems Analysts, Inc., 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, Integrated Systems Analysts, Inc. 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 Integrated Systems Analysts, Inc., 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, Integrated Systems Analysts, Inc. 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 Integrated Systems Analysts, Inc.'s cost properly allocable to, the performance of any part of this contract; and
 - 2. Integrated Systems Analysts, Inc. asserts its right to the adjustment within 30 days after the end of the period of work stoppage; provided that, if the Contracting Officer decides the facts justify the action, the Contracting Officer may receive and act upon the claim submitted at any time before final payment under this contract.
- c. If a stop-work order is not canceled and the work covered by the order is terminated for the convenience of the Government, the Contracting Officer shall allow reasonable costs resulting from the stop-work order in arriving at the termination settlement.
- d. If a stop-work order is not canceled and the work covered by the order is terminated for default, the Contracting Officer shall allow, by equitable adjustment or otherwise, reasonable costs resulting from the stop-work order.

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

- 7. RESPONSIBILITIES OF THE CONTRACTOR.** Integrated Systems Analysts, Inc. shall comply with all laws, ordinances, and regulations (Federal, State, City, or otherwise) covering work of this character. If the end product of a task order is software, then FAR 52.227-14 (Dec 2007) Rights in Data – General, may apply.
- 8. RESPONSIBILITIES OF THE ORDERING ACTIVITY.** Subject to security regulations, the ordering activity shall permit Integrated Systems Analysts, Inc. access to all facilities necessary to perform the requisite IT Professional Services.
- 9. INDEPENDENT CONTRACTOR.** All IT Professional Services performed by Integrated Systems Analysts, Inc. 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:
 - 1. “Contractor” means the person, firm, unincorporated association, joint venture, partnership, or corporation that is a party to this contract.
 - 2. “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 Integrated Systems Analysts, Inc., any entity into or with which Integrated Systems Analysts, Inc. subsequently merges or affiliates, or any other successor or assignee of Integrated Systems Analysts, Inc..
 - 3. 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 Integrated Systems Analysts, Inc. and its affiliates, may either (i) result in an unfair competitive advantage to Integrated Systems Analysts, Inc. or its affiliates or (ii) impair Integrated Systems Analysts, Inc.’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 Integrated Systems Analysts, Inc., 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.** Integrated Systems Analysts, Inc., 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 Integrated Systems Analysts, Inc., upon submission of proper invoices or vouchers, the prices stipulated in this contract for service rendered and accepted. Progress payments shall be made only when authorized by the order. For time and materials orders, the Payments under Time and Materials and Labor Hour Contracts at FAR 52.212-4 (MAR 2009) (ALTERNATE I - OCT 2008) (DEVIATION I - FEB 2007) applies to time and materials orders placed under this contract. For labor hour orders, the Payment under Time and Materials and Labor Hour Contracts at FAR 52.212-4 (MAR 2009) (ALTERNATE I - OCT 2008) (DEVIATION I - FEB 2007) applies to labor hour orders placed under this contract. 52.216-31 (Feb 2007) Time-and-Materials/Labor-Hour Proposal Requirements—Commercial Item Acquisition. As prescribed in 16.601(e)(3), insert the following provision:

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

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

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

15. APPROVAL OF SUBCONTRACTS. The ordering activity may require that Integrated Systems Analysts, Inc. 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. Integrated Systems Analysts, Inc. 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 Integrated Systems Analysts, Inc. sells to its commercial and other ordering activity customers. If Integrated Systems Analysts, Inc. 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 all IT Professional Services shall be in accordance with Integrated Systems Analysts, Inc.'s customary commercial practices; e.g., hourly rates, monthly rates, term rates, and/or fixed prices, minimum general experience and minimum education.

BPA Number: _____

(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 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:

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

2. Delivery:

| DESTINATION | DELIVERY SCHEDULE / DATES |
|-------------|---------------------------|
| _____ | _____ |
| _____ | _____ |

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:

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

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

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

1. Federal Supply Schedule Contractors may use "Contractor Team Arrangements" (see FAR 9.6) to provide solutions when responding to a customer agency requirements.
2. These Team Arrangements can be included under a Blanket Purchase Agreement (BPA). BPAs are permitted under all Federal Supply Schedule contracts.
3. Orders under a Team Arrangement are subject to terms and conditions of the Federal Supply Schedule Contract.
4. Participation in a Team Arrangement is limited to Federal Supply Schedule Contractors.
5. 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

INFORMATION TECHNOLOGY PROFESSIONAL SERVICE LABOR CATEGORY DESCRIPTIONS

1. CLIENT/SERVER DEVELOPMENT ENGINEER

Possesses three years of experience in the design, development and implementation of user required applications based upon customer requirements. Has experience in the analysis of client and server architectures in order to achieve optimized application performance across the client server boundaries. Has in-depth knowledge of software development paradigms and how best to utilize each development methodology. Formal training or certification in application language being developed is desirable. This certification or experience can be substituted for a bachelor's degree in either EE with computer science focus or CS degree with core course curriculum in applicable development languages.

2. NETWORK ENGINEER

Performs network design and management tasks including, but not limited to, system enhancement or technology insertion analysis, user and group access assignments, manages network queues, network performance monitoring, adjustments to network structure as directed by supervisors, assignment of user rights and access to various network functions and peripherals. Individual must possess certification or experience in network operating system being utilized (i.e. MCSE, CNE, UNIX Maser, CLP, etc.), or a bachelor's degree in EE (with computer science focus), CS, Information Science or Technology with two years of experience on a specific network operating environment.

3. NETWORK ADMINISTRATOR

Performs system monitoring, network and server problem isolation and resolution tasks. Adds and removes user accounts, and modifies access and restrictions. Conducts all server backups utilizing installed hardware and software. Has experience with network hardware integration, installation, and modification activities. Performs network performance analysis and provides recommendations for and implements system improvements. Possesses a certification or experience in the network operating system being utilized (i.e. Windows, Linux, UNIX, Solaris, Netware, etc.), or a bachelors degree in EE (with computer science focus), CS, Information Science or Technology and six months experience in a specific network operating environment.

4. PROGRAM MANAGER/ADVISOR

Performs project and/or program management functions, including planning, implementation and coordination functions. Supervises multiple project teams and complex tasks to meet schedule deadlines and cost projections. Responsible for progress and status reporting, Customer briefings, personnel management, and all program deliverables. Serves as advisor for large or complex tasks and provides recommendations and alternative courses of action as required. Performs technical and fiscal management of various technology projects including software development, systems integration, and technology insertion. Responsible for the day to day direction of assigned personnel and the utilization of all-technical equipment and assets. Conducts risk assessment of tasking and develop risk mitigation techniques to be briefed and implemented under customer direction. Possesses at least two years experience as assistant project manager or key technical interface in technology projects, or a bachelor's

degree in any subject and one year's experience as assistant project manager or key technical interface in technology projects.

5. SENIOR PROGRAM MANAGER

Performs project and or program management functions, including planning, implementation and coordination functions. Supervises multiple project teams and complex tasks to meet schedule deadlines and cost projections. Responsible for progress and status reporting, Customer briefings, personnel management, and all program deliverables. Serves as advisor for large or complex tasks and provides recommendations and alternative courses of action as required. Performs technical and fiscal management of various technology projects including software development, systems integration, and technology insertion. Conducts risk assessment of tasking and develop risk mitigation techniques to be briefed and implemented under customer direction. Has five years of experience in the management of technical projects of continual increasing technical difficulty or fiscal size. At a minimum must have acted as Program Manager for at least one project over \$1,000,000 in value.

6. DATABASE ANALYST/ADMINISTRATOR

Provides data management services. Sets up and maintains data structure standards, monitors and reports status of database records. Controls system performance through data field indexing and monitoring data fragmentation. Performs data import and export functions. Administers user accounts and permissions. Evaluates Customer requirements and furnishes detailed database solutions that meet customer expectations. Designs and documents data flow charts, data modules, and configurations, including security, optimum performance indexing, and record organization. Develops and implements data migration and conversion plans from legacy database management systems. Personnel must have formal training of database application or structure being used in applicable implementation. A bachelor's degree and one year's experience in the application environment may be substituted for formal training in the specific database application or design.

7. SENIOR SYSTEMS ENGINEER/ANALYST

Provides technical guidance in the development of network and systems architecture and integration. Conducts studies and provides technical inputs for system development, implementation and life cycle support including recommendations for resolution of technical problems. Develops requirement documentation and conducts performance and implementation assessment of system requirements through on-line testing and analysis of the system design. Develops engineering change recommendations to system baseline and monitors adherence to baseline requirements through system development. Provides liaison between software and hardware engineering. Individuals must possess at least eight years of experience in a systems engineering discipline or a bachelors degree in EE, CS, Information Technology, Systems, Math, Science or equivalent discipline and five years of experience.

8. SYSTEMS ENGINEER/ANALYST

Provides technical guidance in the development of network and systems architecture and integration. Conducts studies and provides technical inputs for system development, implementation and life cycle support including recommendations for resolution of technical problems. Develops requirement documentation and conducts performance and implementation assessment of system requirements through on-line testing and analysis of the system design. Develops engineering change recommendations to system baseline and monitors adherence to baseline requirements through system

development. Provides liaison between software and hardware engineering. Individuals must possess at least five years of experience in a systems engineering discipline or a bachelors degree in EE, CS, Information Technology, Systems, Math, Science or equivalent discipline and two years of experience.

9. JUNIOR SYSTEMS ENGINEER/ANALYST

Provides technical guidance in the development of network and systems architecture and integration. Conducts studies and provides technical inputs for system development, implementation and life cycle support including recommendations for resolution of technical problems. Develops requirement documentation and conducts performance and implementation assessment of system requirements through on-line testing and analysis of the system design. Develops engineering change recommendations to system baseline and monitors adherence to baseline requirements through system development. Provides liaison between software and hardware engineering. Individuals must possess at least three years of experience in a systems engineering discipline or a bachelors degree in EE, CS, Information Technology, Systems, Math, Science or equivalent discipline.

10. COMPUTER ANALYST

Performs analysis of software program design and hierarchy. Conducts analysis of customer requirements and develops software design from these requirements. Instrumental in the development and implementation of the software development methodology utilized in the design of complex software applications. Tracks adherence of specific software modules to performance and interface requirements. Provides liaison between systems and hardware engineering. Individuals must possess five years of experience in the software development of various applications, or a certification or formal in a specific development language. A bachelors degree in CS or equivalent discipline, with three years of experience may be substituted for the above.

11. SENIOR COMPUTER PROGRAMMER

Evaluates, tests, and codes software based upon customer expectations and requirements. Performs existing application modifications and develops customized applications. Responsible for software evaluation and providing solution recommendations that will furnish reliable, efficient and fault tolerant operation with an emphasis on ease of future modifications. Individuals must possess six years of experience in the development of software modules to design requirements, and the development testing of these modules. A bachelors degree in EE, CS, Information Technology or Systems or equivalent discipline with three years of experience in particular programming languages may be substituted for the above.

12. COMPUTER PROGRAMMER

Evaluates, tests, and codes software based upon customer expectations and requirements. Performs existing application modifications and develops customized applications. Responsible for software evaluation and providing solution recommendations that will furnish reliable, efficient and fault tolerant operation with an emphasis on ease of future modifications. Individuals must possess four years of experience in the development of software modules to design requirements, and the development testing of these modules. A bachelors degree in EE, CS, or Information Technology, Systems or equivalent discipline with one year of experience in particular programming languages may be substituted for the above.

13. JUNIOR COMPUTER PROGRAMMER

Evaluates, tests, and codes software based upon customer expectations and requirements. Performs existing application modifications and develops customized applications. Responsible for software evaluation and providing solution recommendations that will furnish reliable, efficient and fault tolerant operation with an emphasis on ease of future modifications. Individuals must possess two years of experience in the development of software modules to design requirements, and the development testing of these modules. A bachelors degree in EE, CS, Information Technology, Systems or equivalent discipline may be substituted for the above.

14. LOGISTICS SUPPORT SPECIALIST

Performs cost analysis, configuration analysis and management, and develops logistics support documents. Identifies material sources and manages material procurement to obtain best-value supply. Maintains and manages appropriate database for material sources. Possesses BS/BA/AA degree or five-years extensive hands-on experience and technical training in major Integrated Logistics Support (ILS) disciplines such as planning, reliability and maintainability analysis, life-cycle cost analysis, or an equivalent combination of formal education and experience.

15. INSTALL TEAM LEADER

Provides overall project supervision on scene, and operates independently from senior company management when required. Performs initial installation job planning and identifies special skills and certifications required of the various aspects of the job. Develops job quality assurance plan and identifies required inspection and verification points. Makes minor changes to detailed design to accommodate work site variation. Graduate of appropriate technical training school or military training in the area of work assigned or equivalent training and seven years experience in computer systems, network installation, or electrical, mechanical, or electronic equipment installation.

16. SENIOR INSTALL TECHNICIAN

Performs on-site installation work in accordance with design guidance provided by equipment manufacture or customer drawings. In the absence of the Install Team Leader, temporarily acts as the on-site leader. Must possess technical training and certifications as necessary depending on the specific system being installed. In the case of LAN installations, the Senior Install Technician will hold appropriate LAN installation and cable connecting certifications. For installation of associated equipment foundations and routing of cable, must possess appropriate welding and/or pipefitting qualifications. Graduate of appropriate technical/trade or military school in the area of work assigned or equivalent training and five years experience in installation work. Possesses appropriate welding, pipefitting, or cable installation qualifications to meet job requirements.

17. INSTALL TECHNICIAN

Performs on-site installation work under the supervision of the Install Team Leader and Senior Install Technician. Graduate of appropriate technical/trade or military school in the area of work assigned or equivalent training and three years experience in doing installation work.

18. JUNIOR INSTALL TECHNICIAN

Assists other technicians as assigned. Works under the supervision of the Install Team Leader of the Senior Install Technician as assigned. High school diploma or equivalent experience. Possesses one year experience in doing mechanical or computer system work.

19. QUALITY ASSURANCE SPECIALIST

Develops and implements plans ensuring that work processes, systems, and products are tested, error free and meet stated requirements and specifications before implementation. Must be adept at quality control procedures, problem definition and resolution and capable of documenting problems and preparing recommendations for their solution. Demonstrated ability to perform and coordinate quality assurance activities such as the design and development of test plans, criteria and procedures, to assemble test data information, and to conduct, evaluate and verify test results. BS/BA degree or equivalent training/experience and three years experience.

20. EQUIPMENT MECHANIC

Performs all functions related to integration, installation, testing, maintenance and repair of Information Technology, electronic, electrical, mechanical and computer equipment, components, systems and related structure components. Must possess high school or vocational school diploma or equivalent and four years experience. Able to apply and interpret technical manuals, blueprints, sketches, and specifications.

21. LABORER

Provides support to engineers and install technicians in the installation, operation, maintenance and/or repair of equipment. Must be able to follow supervision and direction of senior personnel and responsible technicians.

22. ADMINISTRATIVE SUPPORT

Performs administrative and clerical functions under the direction of and in support of project team members. Responsibilities include areas such as word processing, technical writing/editing, graphics support, typing, filing, and schedule tracking. Responsible for report generation in accordance with customer requirements.

23. CHIEF SCIENTIST/ENGINEER

Acts as a senior consultant in complex or mission critical client assignments. Makes decisions and recommendations that are recognized as authoritative and have a far-reaching impact on extensive scientific, engineering and related activities of the organization. Negotiates critical and controversial issues with top level scientists, engineers, and officers of other organizations. Individuals at this level demonstrate a high degree of creativity, foresight, and mature judgement in planning, organizing, and guiding extensive scientific/engineering programs and activities of outstanding novelty and importance. Responsible for deciding the kind and extent of scientific, engineering and related programs needed for accomplishing the objectives of the organization, for choosing the scientific approaches, for planning and organizing facilities and programs, and for interpreting results. As an individual researcher or consultant, formulates and guides the attack on problems of exceptional difficulty and marked importance to the organization or industry. Performs advisory and consulting work for the organization as a recognized authority. Must possess Ph.D. in a scientific discipline, engineering, or computer science and 10 years of experience or a M.S. degree and 15 years of experience.

24. FOREMAN

Leads assigned tradesmen and craftsmen in the performance of contract tasks. Schedules tasks, monitors quality, inspects completed work and prepares required reports. High school or vocational school diploma or equivalent and four years experience in a technical trade. Ability to read and interpret blueprints, technical manuals and other technical data and sequencing work effectively; experience in quality assurance procedures, testing, troubleshooting and inspecting installed systems equipment and systems.

25. ELECTRICIAN

Performs troubleshooting, repair, installation and integration of electrical/electronic and cabling equipment/systems. High school or vocational school diploma and certification and 2 years experience in the troubleshooting, alteration, repair, integration/installation, maintenance, testing and operation of electrical/electronic equipment and systems including cabling. Ability to read and interpret blueprints, sketches, technical instructions, manuals and use of electrical and electronic measuring devices. When the Customer requires that service be performed during weekdays, but outside the Regular Hours defined above, the After Hours service rates of one and one half (1 1/2) times the applicable regular hours rate shall apply. The Regular Hours rates defined above shall apply when service is requested during Regular Hours, but performed After Hours at the convenience of ISA. All orders that total 500 hours per full-time individual or more will automatically receive a 3% discount. Additional discounts will be available for full-time utilization of individuals equal to or in excess of 1,000 hours.

GSA LABOR RATES

| Cat. # | Description | CY 2012 Hourly Rate | CY 2013 Hourly Rate | CY 2014 Hourly Rate | CY 2015 Hourly Rate | CY 2016 Hourly Rate | CY 2017 Hourly Rate |
|--------|------------------------------------|---------------------|---------------------|---------------------|---------------------|---------------------|---------------------|
| 1 | Client/Server Development Engineer | \$183.05 | \$183.05 | \$183.05 | \$184.88 | \$186.73 | \$188.60 |
| 2 | Network Engineer | \$168.25 | \$168.25 | \$168.25 | \$169.93 | \$171.63 | \$173.34 |
| 3 | Network Administrator | \$124.42 | \$124.42 | \$124.42 | \$125.67 | \$126.93 | \$128.20 |
| 4 | Program Manager/Advisor | \$139.33 | \$139.33 | \$139.33 | \$140.73 | \$142.13 | \$143.56 |
| 5 | Senior Program Manager | \$212.19 | \$212.19 | \$212.19 | \$214.32 | \$216.46 | \$218.62 |
| 6 | Database Analyst/Administrator | \$131.71 | \$131.71 | \$131.71 | \$133.02 | \$134.35 | \$135.70 |
| 7 | Senior Systems Engineer/Analyst | \$131.71 | \$131.71 | \$131.71 | \$133.02 | \$134.35 | \$135.70 |
| 8 | Systems Engineer/Analyst | \$109.74 | \$109.74 | \$109.74 | \$110.83 | \$111.94 | \$113.06 |
| 9 | Junior Systems Engineer/Analyst | \$87.77 | \$87.77 | \$87.77 | \$88.65 | \$89.53 | \$90.43 |
| 10 | Computer Analyst | \$109.74 | \$109.74 | \$109.74 | \$110.83 | \$111.94 | \$113.06 |
| 11 | Senior Computer Programmer | \$100.95 | \$100.95 | \$100.95 | \$101.96 | \$102.98 | \$104.01 |
| 12 | Computer Programmer | \$86.26 | \$86.26 | \$86.26 | \$87.12 | \$88.00 | \$88.88 |
| 13 | Junior Computer Programmer | \$65.79 | \$65.79 | \$65.79 | \$66.45 | \$67.11 | \$67.78 |
| 14 | Logistics Support Specialist | \$87.77 | \$87.77 | \$87.77 | \$88.65 | \$89.53 | \$90.43 |
| 15 | Install Team Leader | \$87.77 | \$87.77 | \$87.77 | \$88.65 | \$89.53 | \$90.43 |
| 16 | Senior Install Technician | \$72.96 | \$72.96 | \$72.96 | \$73.69 | \$74.43 | \$75.18 |
| 17 | Install Technician | \$58.39 | \$58.39 | \$58.39 | \$58.98 | \$59.57 | \$60.16 |
| 18 | Junior Install Technician | \$43.82 | \$43.82 | \$43.82 | \$44.26 | \$44.70 | \$45.15 |
| 19 | Quality Assurance Specialist | \$80.59 | \$80.59 | \$80.59 | \$81.40 | \$82.21 | \$83.03 |
| 20 | Equipment Mechanic | \$58.39 | \$58.39 | \$58.39 | \$58.98 | \$59.57 | \$60.16 |
| 21 | Laborer | \$40.24 | \$40.24 | \$40.24 | \$40.64 | \$41.05 | \$41.46 |
| 22 | Administrative Support | \$57.00 | \$57.00 | \$57.00 | \$57.57 | \$58.15 | \$58.73 |
| 23 | Chief Scientist/Engineer | \$256.25 | \$256.25 | \$256.25 | \$258.81 | \$261.40 | \$264.01 |
| 24 | Foreman | \$87.77 | \$87.77 | \$87.77 | \$88.65 | \$89.53 | \$90.43 |
| 25 | Electrician | \$84.17 | \$84.17 | \$84.17 | \$85.02 | \$85.87 | \$86.73 |