GENRAL SERVICES ADNMINISTRATION
FEDERAL SUPPLY SERVICE

AUTHORIZED FEDERAL SUPPLY SCHEDULE PRICELIST

On-line access to contract ordering information, terms and conditions, up-to-date pricing, and the option to create an electronic delivery order are available through GSA

Advantage! ®, a menu-driven database system. The INTERNET address GSA Advantage! ® is: GSAAdvantage.gov.

GSA Schedule 70

General Purpose Commercial Information Technology Equipment, Software, and Services

Special Item No. 132-51 Information Technology Professional Services

FPDS Code D302   IT Systems Development Services
FPDS Code D306   IT Systems Analysis Services
FPDS Code D307   Automated Information Systems Design and Integration Services
FPDS Code D308   Programming Services

CONTRACT NUMBER: GS-35F-0222S

For more information on ordering from Federal Supply Schedules click on the FSS Schedules button at *fss.gsa.gov*

Contract Period:	February 6, 2006 – February 5, 2021
Contractor Information:	**IT WORKS! Inc.**
	3416 9th Street, NE
	Washington, DC 20017
	Phone: (202) 455-4781
	Fax: (202) 455-4788
	www.itworksdc.com
Business Size	**Small**
Business Classification	**Woman Owned Small Business**

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

Note2: Offerrors and Agencies are advised that the Group 70 – Information Technology Schedule if not to be used as a meansa to procure services which properly fall under the Brooks Act. These services ionclude, but are not limited to, architectural, engineering, mapping, cartographic prodcution, remote sensing, geogrpahic 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

Note3: 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 manufactuer or one of their authorized agents.

Table of Conents

1.   **Special Item Numbers, Labor Categories & Award Pricing**

1a. Services offered by IT WORKS! under GSA Schedule 70 Contract #GS-35F-0222S are offered
under the Special item number:

<div align="center">

132-51 Information Technology Professional Services

</div>

**1b. Identification of the lowest priced model number and lowest unit price for that model for each
special item number awarded in the contract**. This price is the Government price based on a unit of
one, exclusive of any quantity/dollar volume, prompt payment, or any other concession affecting
price. Those contracts that have unit prices based on the geographic location of the customer, should
show the range of the lowest price, and cite the areas to which the prices apply.
Not applicable. Contractor is proposing hourly rates, detailed in section 1b below.

1c. if the Contractor is proposing hourly rates, a description of all corresponding commercial job titles,
experience, functional responsibility, and education for those types of employees or subcontractors
who will perform services shall be provided. If hourly rates are not applicable, indicate "Not
applicable" for this item.

Shown below – on the next page, are corresponding commercial job titles, experience, functional
responsibility, and education for those types of employees or subcontractors who will perform
services.

Commercial Job Title:	Minimum/General Experience:	Functional Responsibility:	Minimum Education:	Provides Services For:
Senior Systems Architect/ Programmer (Code 104)	Must have a minimum of ten (10) years of experience three (3) of which shall be within the last five (5) years using object-oriented technology, or COTS, and using software engineering tools and techniques in the design, development and support of large complex mission critical in areas such as: testing and evaluation, software aspects of certification, and other software engineering.	The Senior Systems Architect/Programmer serves as the computer scientist and expert responsible for providing technical leadership and direction in supporting the application of sound software engineering concepts and real-time systems and information processing systems. The Senior Systems Architect/Programmer advises, participates and supports projects and teams in the technical analysis of large complex mission critical systems in defining systems and software architecture within organization. The Senior System Architect/Programmer uses experience and knowledge in object-oriented technology, COTS, software engineering tools and techniques to assist the agency to develop agency guidance for projects in testing and evaluation, software aspects of certification, and other software engineering subjects as well as rendering direct software assistance to agency projects.	A Bachelor's Degree in an appropriate discipline is required. An advanced degree will account for 2 years of experience	**FPDS Code D302:** IT Systems Development Services

FPDS Code D306: IT Systems Analysis Services

FPDS Code D307: Automated Information Systems Design and Integration Services

FPDS Code D308: Programming Services |

Commercial Job Title:	Minimum/General Experience:	Functional Responsibility:	Minimum Education:	Provides Services For:
Senior Programmer/ Analyst (Code 103)	Must have a minimum of ten (10) years of direct experience three (3) of which shall be within the last five (5) years in programming and systems analysis. Must have demonstrated program deliverables, documentation, and staff management experience.	The Senior Programmer Analyst performs advanced specialized systems programming duties including design, specifications development, and computerized information systems implementation. Directs the activities of several programmers and/or analysts. Builds software development tools. Measures software performance through design, implementation, and evaluation of results. Publishes comprehensive analysis of software, such as database management systems, program productivity techniques, operating systems, compilers, and other items. Produces highly technical programs, such as cross-compilers and communications software operating systems. Examines overall system design to determine the applicability of a proposed or developed subsystem. Designs complex information systems describing the flow of information among users, interfaces between programs, interactions, and key data structures. Designs detailed input and output records layouts, documenting the functions of programs. Codes programs in applicable languages using detailed flow diagrams and input/output descriptions as guidelines. Makes and documents decisions concerning design characteristics and utilization of new system hardware. Establishes and designs software necessary in order to integrate new hardware. Maintains existing system software by detecting and correcting systems failures and by implementing system enhancements. Develops manuals and user guides for programmers and the operating staff. Conducts system feasibility studies and cost/benefit analyses.	A Bachelor's Degree in an appropriate discipline is required. An advanced degree will account for 2 years of experience	**FPDS Code D302:** IT Systems Development Services **FPDS Code D306:** IT Systems Analysis Services **FPDS Code D307:** Automated Information Systems Design and Integration Services **FPDS Code D308:** Programming Services

Commercial Job Title:	Minimum/General Experience:	Functional Responsibility:	Minimum Education:	Provides Services For:
Programmer/ Analyst II (Code 102)	A minimum of four (4) years of direct experience in programming and systems analysis. Must have demonstrated program deliverables and documentation experience.	The Programmer/Analyst II performs specialized systems programming duties including design, specifications development, and computerized information systems implementation. Measures software performance through design, implementation, and evaluation of results. Publishes comprehensive analysis of software, such as database management systems, program productivity techniques, operating systems, compilers, and other items. Produces moderately difficult programs independently. Designs moderately complex information systems describing the flow of information among users, interfaces between programs, interactions, and key data structures. Designs detailed input and output records layouts, documenting the functions of programs. Codes programs in applicable languages using detailed flow diagrams and input/output descriptions as guidelines. Makes and documents decisions concerning design characteristics and utilization of new system hardware. Establishes and designs software necessary in order to integrate new hardware. Maintains existing system software by detecting and correcting systems failures and by implementing system enhancements. Develops manuals and user guides for programmers and the operating staff. Conducts system feasibility studies and cost/benefit analyses.	Must have a Bachelor's Degree in an appropriate discipline.	**FPDS Code D302:** IT Systems Development Services **FPDS Code D306:** IT Systems Analysis Services **FPDS Code D307:** Automated Information Systems Design and Integration Services **FPDS Code D308:** Programming Services

Commercial Job Title:	Minimum/General Experience:	Functional Responsibility:	Minimum Education:	Provides Services For:
Programmer/ Analyst I (Code 101)	A minimum of two (2) years of direct experience in programming and systems analysis. Must have demonstrated program deliverables and documentation experience.	The Programmer/Analyst I performs specialized systems programming duties including design and computerized information systems implementation. Codes programs in applicable languages using detailed flow diagrams and input/output descriptions as guidelines. Documents decisions concerning design characteristics and utilization of new system hardware. Maintains existing system software by detecting and correcting systems failures and implements system enhancements. Reads and understands system and database diagrams. Unit tests and performs some functional testing.	Must have a Bachelor's Degree in an appropriate discipline or an associate's degree plus two additional two years of related experience.	**FPDS Code D302:** IT Systems Development Services **FPDS Code D306:** IT Systems Analysis Services **FPDS Code D307:** Automated Information Systems Design and Integration Services **FPDS Code D308:** Programming Services

Commercial Job Title:	Minimum/General Experience:	Functional Responsibility:	Minimum Education:	Provides Services For:
Program Manager (Code 105)	A minimum of five (5) years of successful program management experience on large government or large corporate technical contracts, three (3) of which shall be within the last five (5) years.	The Program Manager serves as the contractor's single contract manager, and shall be the contractor's authorized interface with the Government Contracting Officer (CO), the Contracting Officer's Technical Representative (COTR), government management personnel and customer agency representatives. Responsible for formulating and enforcing work standards, assigning contractor schedules, reviewing work discrepancies, supervising contractor personnel and communicating policies, purposes, and goals of the organization to subordinates. Shall be responsible for the overall contract performance and shall establish and maintain technical and financial reports in order to show progress to corporate management and clients. Maintain client contacts to ensure conformity to all contractual obligations. Ensure the development, maintenance, and implementation of work order management plans, a document which guides the performance of all functional activities performed on the individual task orders.	Bachelor's degree in a science-related discipline. An advanced degree in Business, Law, Economics, Communication, Computer Science, or related discipline may be substituted for four years experience	**FPDS Code D302:** IT Systems Development Services **FPDS Code D306:** IT Systems Analysis Services **FPDS Code D307:** Automated Information Systems Design and Integration Services **FPDS Code D308:** Programming Services

Commercial Job Title:	Minimum/General Experience:	Functional Responsibility:	Minimum Education:	Provides Services For:
Subject Matter Expert (Code 106)	Six (6) years of experience consulting with federal government agencies or large corporations, including six years experience in facilitating team efficiency and consulting federal government agencies or large corporations in their subject matter (e.g. networking, business process analysis, software systems, and/or information systems).	Provides expert support, analysis and research into exceptionally complex problems and processes that relate to the subject matter. Serves as the technical expert on executive-level project teams and provides technical direction, interpretation and alternatives. Apply advanced technical principles, theories, and concepts. Contribute to the development of new principles and concepts. Determine and pursue courses of action necessary to obtain desired results. Develop advanced technological ideas and guides their development into a final product. Demonstrates expertise is in a particular area of information technology (i.e. Information Systems Architecture, Telecommunication Systems Design, Architecture, Implementation, Software Development Methodologies, and Network Systems Management) or a specific functional area (i.e. finance, logistics, and operations research).	Bachelor's degree in related discipline. An advanced degree can substitute for two years experience.	**FPDS Code D302:** IT Systems Development Services **FPDS Code D306:** IT Systems Analysis Services **FPDS Code D307:** Automated Information Systems Design and Integration Services **FPDS Code D308:** Programming Services

Commercial Job Title:	Minimum/General Experience:	Functional Responsibility:	Minimum Education:	Provides Services For:
Web Site Developer (Code 110)	Expert skills and minimum of two (2) hands-on years experience hand coding HTML web pages. JavaScript and web-related technology experience also required.	Has the ability to create and update HTML pages. Will extract and convert web site content from all input formats. Will be able to create, modify, and optimize graphics for web sites using Photoshop or a similar tool. Will be able to create, enhance and maintain Cascading Style Sheets (CSS) for multiple web sites. Will be able to use file transfer protocol (FTP) to publish files. Will be familiar with XHTML and the document object model. Supports the programming team by testing software and documenting defects.	Bachelor's degree in related discipline.	**FPDS Code D302:** IT Systems Development Services **FPDS Code D306:** IT Systems Analysis Services **FPDS Code D307:** Automated Information Systems Design and Integration Services **FPDS Code D308:** Programming Services

Commercial Job Title:	Minimum/General Experience:	Functional Responsibility:	Minimum Education:	Provides Services For:
Research Assistant (Code 120)	Familiarity with research techniques, including using scholarly journals and the web to find authoritative information. Familiarity with word processing programs, spreadsheet programs, and web browsers. Experience of 0-2 years in the field or in a related area.	Researches and records information obtained from sources and records according to specifications provided. Performs a variety of complicated tasks. Reviews and extracts information from paper records. Relies on experience and judgment to plan and accomplish goals. Responsibilities also include some data entry, as needed.	At least one year of college completed.	**FPDS Code D302:** IT Systems Development Services **FPDS Code D306:** IT Systems Analysis Services **FPDS Code D307:** Automated Information Systems Design and Integration Services **FPDS Code D308:** Programming Services

Commercial Job Title:	Minimum/General Experience:	Functional Responsibility:	Minimum Education:	Provides Services For:
Software Engineer – Certified (Code 111)	Must have a minimum of eight (8) years of direct experience three (3) of which shall be within the last five (5) years in programming, software engineering, analysis. Must have demonstrated program deliverables, documentation, and staff management experience.	Performs variety of software engineering tasks and activities that are broad in nature and are concerned with major systems design, integration, and implementation, including personnel, hardware, software, and support. Provides quality assurance review.	Bachelor's degree and required certification	**FPDS Code D302:** IT Systems Development Services **FPDS Code D306:** IT Systems Analysis Services **FPDS Code D307:** Automated Information Systems Design and Integration Services **FPDS Code D308:** Programming Services

Commercial Job Title:	Minimum/General Experience:	Functional Responsibility:	Minimum Education:	Provides Services For:
Database Administrator (Code 112)	Must have a minimum of eight (8) years of direct experience three (3) of which shall be within the last five (5) years in database management and administration. Must have demonstrated program deliverables, and documentation, experience.	Administers, maintains, develops, and implements policies and procedures for ensuring the security and integrity of databases. Implements data models and database designs, resolves database performance issues, database capacity issues, replication, and other distributed data issues. A minimum of eight (8) years of experience.	Bachelor's degree and required certification	**FPDS Code D302:** IT Systems Development Services **FPDS Code D306:** IT Systems Analysis Services **FPDS Code D307:** Automated Information Systems Design and Integration Services **FPDS Code D308:** Programming Services

Commercial Job Title:	Minimum/General Experience:	Functional Responsibility:	Minimum Education:	Provides Services For:
Business Analyst II (Code 114)	Minimum of five (5) years of relevant work experience	Focused on accounting, planning, and administration functions. Responsible for business management functions such as budgeting, financial analysis, and planning and control of funding and allocation of funding. These functions include business process analysis, work flow analysis, to describe and create defined business and operations controls and processes.	Bachelor's degree	**FPDS Code D302:** IT Systems Development Services **FPDS Code D306:** IT Systems Analysis Services **FPDS Code D307:** Automated Information Systems Design and Integration Services **FPDS Code D308:** Programming Services

Commercial Job Title:	Minimum/General Experience:	Functional Responsibility:	Minimum Education:	Provides Services For:
Technical Writer I (Code 115)	Minimum of three (3) years of relevant work experience.	Provides support to read and analyze technical documentation/materials, create presentations and documents with technical information. Example artifacts include specifications, drawings, user manuals, presentations, reports, and/or training documents.	Bachelor's degree	**FPDS Code D302:** IT Systems Development Services **FPDS Code D306:** IT Systems Analysis Services **FPDS Code D307:** Automated Information Systems Design and Integration Services **FPDS Code D308:** Programming Services

Commercial Job Title:	Minimum/General Experience:	Functional Responsibility:	Minimum Education:	Provides Services For:
Project Manager I (Code 123)	Minimum of six (6) years of relevant experience managing projects. Three (3) of which should be in the last five (5) years.	Responsible for providing leadership and guidance to project team(s). Successfully leading project through all phases, from kick-off through implementation and beyond. Set priorities for the project schedule and develops the work breakdown structure, and works with subject matter experts and key team members for task allocation. Perform change management duties, identify risks, issues and recommend solutions. Publish progress reports and other project artifacts as required by the contract. May work under direction of a Program Manager or Technical Project Manager.	Bachelor's degree	**FPDS Code D302:** IT Systems Development Services **FPDS Code D306:** IT Systems Analysis Services **FPDS Code D307:** Automated Information Systems Design and Integration Services **FPDS Code D308:** Programming Services

Commercial Job Title:	Minimum/General Experience:	Functional Responsibility:	Minimum Education:	Provides Services For:
Project Manager II (Code 124)	Minimum of ten (10) years of relevant experience managing projects. Six (6) of which should be in the last seven (7) years.	Responsible for providing leadership and guidance to project team(s). Successfully leading project through all phases, from kick-off through implementation and beyond. Set Sets priorities for the project schedule and develops the work breakdown structure, and works with subject matter experts and key team members for task allocation. Perform change management duties, identify risks, issues and recommend solutions. Publish progress reports and other project artifacts as required by the contract. May work under direction of a Program Manager or Technical Project Manager.	Bachelor's degree	**FPDS Code D302:** IT Systems Development Services **FPDS Code D306:** IT Systems Analysis Services **FPDS Code D307:** Automated Information Systems Design and Integration Services **FPDS Code D308:** Programming Services

Commercial Job Title:	Minimum/General Experience:	Functional Responsibility:	Minimum Education:	Provides Services For:
Technical Support Level I (Code 130)	Up to three (3) years of relevant work experience.	Responsibilities include providing technical support and maintenance to computer systems, applications, and various equipment. Services include helpdesk for desktop, mobile and web-based applications, computer installation, other computer related equipment installation and support.	High school diploma	**FPDS Code D302:** IT Systems Development Services **FPDS Code D306:** IT Systems Analysis Services **FPDS Code D307:** Automated Information Systems Design and Integration Services **FPDS Code D308:** Programming Services

Commercial Job Title:	Minimum/General Experience:	Functional Responsibility:	Minimum Education:	Provides Services For:
Technical Support Level II (Code 131)	Minimum of three (3) years and up to six (6) years of relevant experience.	Responsibilities include providing technical support and maintenance to computer systems, applications, and various equipment. Services include helpdesk for desktop, mobile, web-based applications, computer installation, other computer related equipment installation and support.	High school diploma	**FPDS Code D302:** IT Systems Development Services **FPDS Code D306:** IT Systems Analysis Services **FPDS Code D307:** Automated Information Systems Design and Integration Services **FPDS Code D308:** Programming Services

Commercial Job Title:	Minimum/General Experience:	Functional Responsibility:	Minimum Education:	Provides Services For:
Technical Support Level III (Code 132)	Minimum of six (6) years and up to ten (10) years of relevant experience.	Responsibilities include providing technical support and maintenance to computer systems, applications, and various equipment. Services include helpdesk for desktop, mobile, and web-based applications, computer installation, other computer related equipment installation and support. Also responsible for providing support and maintenance for critical applications. May have supervisory responsibilities.	Associates degree	**FPDS Code D302:** IT Systems Development Services **FPDS Code D306:** IT Systems Analysis Services **FPDS Code D307:** Automated Information Systems Design and Integration Services **FPDS Code D308:** Programming Services

Commercial Job Title:	Minimum/General Experience:	Functional Responsibility:	Minimum Education:	Provides Services For:
Technical Support Level IV (Code 133)	Minimum of ten (10) years of relevant experience.	Responsibilities include providing technical support and maintenance to computer systems, applications, and various equipment. Services include helpdesk for desktop, mobile, and web-based applications, computer installation, other computer related equipment installation and support. Also responsible for providing support and maintenance for critical applications. May have supervisory responsibilities.	Associates degree	**FPDS Code D302:** IT Systems Development Services **FPDS Code D306:** IT Systems Analysis Services **FPDS Code D307:** Automated Information Systems Design and Integration Services **FPDS Code D308:** Programming Services

Commercial Job Title:	Minimum/General Experience:	Functional Responsibility:	Minimum Education:	Provides Services For:
Systems Engineer I (Code 137)	Minimum five (5) years of related experience.	Works on one or more projects as the technology subject matter expert or technical consultant. When involved with a project team, acts in a consultative manner and typically provides administrative or management type of support. Works on complex tasks, projects or support issues that involve a high degree of risk, impacts business unit performance and makes use of the individual's high level of knowledge within one or more areas of specialty.	Bachelor's degree	**FPDS Code D302:** IT Systems Development Services **FPDS Code D306:** IT Systems Analysis Services **FPDS Code D307:** Automated Information Systems Design and Integration Services **FPDS Code D308:** Programming Services

Commercial Job Title:	Minimum/General Experience:	Functional Responsibility:	Minimum Education:	Provides Services For:
Systems Engineer II (Code 138)	Minimum eight (8) years of related experience.	Works on one or more projects as the technology subject matter expert or technical consultant. When involved with a project team, acts in a consultative manner and typically provides administrative or management type of support. Works on complex tasks, projects or support issues that involve a high degree of risk, impacts business unit performance and makes use of the individual's high level of knowledge within one or more areas of specialty.	Bachelor's degree	**FPDS Code D302:** IT Systems Development Services **FPDS Code D306:** IT Systems Analysis Services **FPDS Code D307:** Automated Information Systems Design and Integration Services **FPDS Code D308:** Programming Services

Commercial Job Title:	Minimum/General Experience:	Functional Responsibility:	Minimum Education:	Provides Services For:
Systems Security/Information Analyst I (Code 139)	A minimum of five (5) years of related experience.	Responsible for establishing systems controls by developing framework for controls and levels of access and recommending improvements. Monitors access, establishes computer, server, and terminal physical security by developing standards, policies, procedures, coordinating with client teams and recommending improvements. Safeguards electronic data by performing regular backups, developing procedures and strategies to address vulnerabilities, security risks, disaster preparedness. Accomplishes information systems and organization mission by completing related tasks as needed.	Bachelor's degree	**FPDS Code D302:** IT Systems Development Services **FPDS Code D306:** IT Systems Analysis Services **FPDS Code D307:** Automated Information Systems Design and Integration Services **FPDS Code D308:** Programming Services

Commercial Job Title:	Minimum/General Experience:	Functional Responsibility:	Minimum Education:	Provides Services For:
Systems Security/Information Analyst II (Code 140)	A minimum of eight (8) years of related experience.	Responsible for establishing systems controls by developing framework for controls and levels of access and recommending improvements. Monitors access, establishes computer, server, and terminal physical security by developing standards, policies, procedures, coordinating with client teams and recommending improvements. Safeguards electronic data by performing regular backups, developing procedures and strategies to address vulnerabilities, security risks, disaster preparedness. Accomplishes information systems and organization mission by completing related tasks as needed.	Bachelor's degree	**FPDS Code D302:** IT Systems Development Services **FPDS Code D306:** IT Systems Analysis Services **FPDS Code D307:** Automated Information Systems Design and Integration Services **FPDS Code D308:** Programming Services

2. **Maximum order (All dollar amounts are exclusive of any discount for prompt payment.)**
   The Maximum Order value for the following Special Item Numbers (SINs) is $**500,000**.
   Special Item Number 132-51 - Information Technology Professional Services

3. **Minimum order**
   The minimum dollar value of orders to be issued is $ **100.00**.

4. **Geographic coverage (Delivery Area)**
   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.
   [**X**] The Geographic Scope of Contract will be domestic delivery only.

5. **Points of production (city, county, and state or foreign country)**
   All production will take place at **IT WORKS! Offices located at 3416 9th Street NE, Washington, DC 20017,** and/or per negotiated terms between the client and IT WORKS! Inc.

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

7. **Quantity Discounts**
   Quantity: **None**

8. **Prompt Payment Terms**
   a. **1% / 20** days from receipt of invoice or date of acceptance, whichever is later **(excluding credit card orders)**.
   b. Dollar Volume: **None**
   d. Government Educational Institutions: **Same discounts as all other Government customers**
   e. Other: **None**

9. **Acceptance of Purchase Cards**

9a. **Notification that Government purchase cards are accepted at or below the micro-purchase threshold.**

   IT WORKS! agrees to accept the Government Purchase Card in accordance with the requirements of Clause 552.232-80.

9b. Notification whether government purchase cards are accepted or not accepted above the micro-purchase threshold.

IT WORKS! agrees to accept the Government Purchase Card in accordance with the requirements of Clause 552.232-80.

10. Foreign items (list items by country of origin)
   Not applicable.

11. Delivery

11a. Time of Delivery: The Contractor shall deliver to destination within the number of calendar days after receipt of order (ARO), as set forth below:

SPECIAL ITEM NUMBER	DELIVERY TIME (Days ARO)
132-51	**Per negotiated terms between client and IT WORKS! Inc.**

11b. Expedited Delivery: Not applicable. Delivery times established per statement in 11a above.

11c. Overnight and 2-day delivery: Not applicable. Delivery times established per statement in 11a above.

11d. 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.

12. F.O.B point(s)
   Destination

13. Ordering address and procedures

13a. Ordering address(es)
   IT WORKS! INC.
   3416 9ᵗʰ Street NE
   Washington, DC 20017

13b. 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.

14. Payment address(es)
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 style="color:red; text-align:center">(202) 455.4781, Option 3 for Sales</p>

<p style="color:red">Address:
IT WORKS! INC.
3416 9th Street NE
Washington, DC 20017</p>

15. Warranty Provision
IT WORKS! agrees to provide warranties per negotiated terms between client and IT WORKS!

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.

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

16. Export Packing Charges
Not applicable.

17. Terms and Conditions of Government Purchase Card Acceptance
IT WORKS! agrees to accept the Government Purchase Card in accordance with the requirements of Clause 552.232-80.

18. Terms and Conditions of Rental, Maintenance, and Repair
IT WORKS! agrees to provide maintenance and repair per negotiated terms between client and IT WORKS!

19. **Terms and Conditions of Installation**

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, deinstallation, and reinstallation services under SIN 132-8 or 132-9.

20. **Terms and Conditions of Repair Parts**
    Not applicable.

20a. **Terms and Conditions for any Other Services**
    Not applicable.

21. **List of Service and Distribution Points**
    Not applicable.

22. **List of Participating Dealers**
    Not applicable.

23. **Preventive Maintenance**
    Not applicable.

24. **Special Attributes & Section 508 Compliance**

24a. **Special attributes such as environmental attributes (e.g. recycled content, energy efficiency, and/or reduced pollutants.**
    Not applicable.

24b. **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:

<div align="center">http://www.itworksdc.com/section508</div>

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

25. Data Universal Number System (DUNS) Number
Data Universal Numbering System (DUNS) Number: **141447032**

26. Notification regarding registration in Central Contractor Registration (CCR) Database
Statistical Data For Government Ordering Office Completion of Standard Form 279

CAGE Code: **457D9**

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

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

*****NOTE: All non-professional labor categories must be incidental to, and used solely to support professional services, and cannot be purchased separately.*

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

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 ☐COMMERCI (DEVIATION I – FEB 2007) applies to Time-and-Materials and Labor-Hour Contracts orders placed under this contract.

7. Responsibilities of the Contractor

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

8. Responsibilites 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 (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 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 & 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 all 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, minimum general experience and minimum education.

16.1 Commercial Job Titles & Information

Refer to item numBER '1c' under CUSTOMER INFORMATION section in this document.

16.2 Products & Services Pricelist

Labor Category	Off-Site Hourly Rate
Senior Systems Architect/Programmer	$155.23
Senior Programmer/Analyst	$145.10
Programmer/Analyst II	$126.50
Programmer/Analyst I	$116.51
Program Manager	$147.06
Subject Matter Expert	$137.61
Web Site Developer	$106.72
Research Assistant	$47.66
Software Engineer, Certified	$130.10
Database Administrator	$123.09
Business Analyst II	$92.94
Technical Writer I	$72.18
Project Manager I	$121.80
Project Manager II	$130.63
Technical Support Level I	$54.06
Technical Support Level II	$63.13
Technical Support Level III	$72.99
Technical Support Level IV	$87.84
Systems Engineer I	$107.25
Systems Engineer II	$126.40
Systems Security /Information Analyst I	$117.40
Systems Security /Information Analyst II	$124.26