

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

Special Item No. 132-51 Information Technology Professional Services

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

SPECIAL ITEM NUMBER 132-51 - INFORMATION TECHNOLOGY (IT) 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 D310 IT Backup and Security Services
FPDS Code D399 Other Information Technology Services, Not Elsewhere Classified

**Strategic Operational Solutions, Inc. (STOPSO)
8391 Old Courthouse Rd, Suite 300, Vienna, VA 22182
703-942-8590 www.stopso.com**

Contract Number: GS35F0420X
Period Covered by Contract: 3 June 2016 – 2 June 2021

General Services Administration
Federal Acquisition Service

Pricelist current through Modification # PA0013, dated 19 May2016.

Products and ordering information in this Authorized Information Technology Schedule Pricelist are also available on the GSA Advantage! System (<http://www.gsaadvantage.gov>).

CUSTOMER INFORMATION

1a. Table of awarded special item number(s) with appropriate cross-reference to item descriptions and awarded price(s).

132-51 – IT Professional Services

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.

Functional/Cost Analyst \$44.96

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.

See Labor Category pricing, page 13

2. Maximum order.

\$500,000.00

3. Minimum order.

\$100

4. Geographic coverage (delivery area).

Domestic delivery only

5. Point(s) of production (city, county, and State or foreign country).

***Strategic Operational Solutions, Inc.
8391 Old Courthouse Rd., Suite 320
Vienna, VA 22182-3819***

6. Discount from list prices or statement of net price.

See GSA Awarded pricing. All prices are NET. Basic discounts have been deducted.

7. Quantity discounts.

None

8. Prompt payment terms.

NET 30

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

Government purchase card is accepted at, or below, the micro-purchase threshold

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

Government purchase card is accepted at, or above, the micro-purchase threshold

10. Foreign items (list items by country of origin).

None

11a. Time of delivery (Contractor insert number of days.)

As negotiated between the Ordering Activity and the Contractor

11b. Expedited Delivery. The Contractor will insert the sentence "Items available for expedited delivery are noted in this price list," under this heading. The Contractor may use a symbol of its choosing to highlight items in its price lists that have expedited delivery.

As negotiated between the Ordering Activity and the Contractor

11c. Overnight and 2-day delivery. The Contractor will indicate whether overnight and 2-day delivery are available. Also, the Contractor will indicate that the schedule customer may contact the Contractor for rates for overnight and 2-day delivery.

As negotiated between the Ordering Activity and the Contractor

11d. Urgent Requirements. The Contractor will note in its price list the "Urgent Requirements" clause of its contract and advise agencies that they can also contact the Contractor's representative to effect a faster delivery.

As negotiated between the Ordering Activity and the Contractor

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

Destination

13a. Ordering address(es):

**Strategic Operational Solutions, Inc.
8391 Old Courthouse Rd., Suite 320
Vienna, VA 22182-3819**

13b. Ordering procedures: For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPA's) are found in Federal Acquisition Regulation (FAR) 8.405-3.

14. Payment address(es).

**Strategic Operational Solutions, Inc.
8391 Old Courthouse Rd., Suite 320
Vienna, VA 22182-3819**

15. Warranty provision.

Not applicable

16. Export packing charges, if applicable.

Not applicable

17. Terms and conditions of Government purchase card acceptance (any thresholds above the micro-purchase level)

Purchase at, or below, the micro purchase threshold

18. Terms and conditions of rental, maintenance, and repair (if applicable).

Not applicable

19. Terms and conditions of installation (if applicable).

Not applicable

20. Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices (if applicable).

Not applicable

20a. Terms and conditions for any other services (if applicable).

Not applicable

21. List of service and distribution points (if applicable).

Not applicable

22. List of participating dealers (if applicable).

Not applicable

23. Preventive maintenance (if applicable).

Not applicable

24a. Special attributes such as environmental attributes (e.g., recycled content, energy efficiency, and/or reduced pollutants).

Not applicable

24b. If applicable, indicate that Section 508 compliance information is available on Electronic and Information Technology (EIT) supplies and services and show where full details can be found (e.g. contractor's website or other location.) The EIT standards can be found at: www.Section508.gov/

www.stopso.com

25. Data Universal Number System (DUNS) number.

787947600

26. Notification regarding registration in Central Contractor Registration (CCR) database.

Active in SAM. Registration is valid through 1-18-2017

**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 -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

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. RESPONSIBILITIES OF THE ORDERING ACTIVITY

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

9. INDEPENDENT CONTRACTOR

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

10. ORGANIZATIONAL CONFLICTS OF INTEREST

a. Definitions.

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

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

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

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

11. INVOICES

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

12. PAYMENTS

For firm-fixed price orders the ordering activity shall pay the Contractor, upon submission of proper invoices or vouchers, the prices stipulated in this contract for service rendered and accepted. Progress payments shall be made only when authorized by the order. For time-and-materials orders, the Payments under Time-and-Materials and Labor-Hour Contracts at FAR 52.212-4 (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 AND PRICING

a. The Contractor shall provide a description of each type of IT Service offered under Special Item Numbers 132-51 IT Professional Services should be presented in the same manner as the Contractor sells to its commercial and other ordering activity customers. If the Contractor is proposing hourly rates, a description of all corresponding commercial job titles (labor categories) for those individuals who will perform the service should be provided.

Functional Analyst III

Functional Responsibility:

Duties include but are not limited to-

- Technical support and participation for integrated systems
- System performance monitoring via report Compilation and data analysis
- Monitoring routine Contract compliance of the contractor and consultants
- Provides ongoing operational support, user support, and continued process improvements

Minimum/General Experience: 6 years

Minimum Education: Bachelor's Degree

Information Engineer IV Government site

Functional Responsibility:

Duties include but are not limited to-

- Establishes and satisfies complex system-wide information security requirements
- Supports customers at the highest levels in the development and implementation of doctrine and policies
- Applies know-how to government and commercial common user systems

Minimum/General Experience: 2 years

Minimum Education: Bachelor's Degree and Post-Baccalaureate Certificate

Intelligence Analyst

Functional Responsibility:

Duties include but are not limited to-

- Provides expert analysis of current and projected capabilities and potential future developments from tactical through strategic perspectives to inform and guide program initiatives
- Creates presentations and briefings for high-level officials
- Reads and interprets information gained through multiple sources

- Provides a wide range of high quality technical, analytical, programmatic, functional and administrative support services

Minimum/General Experience: 4 years

Minimum Education: Bachelor's Degree

Senior Analyst

Functional Responsibility:

Duties include but are not limited to-

- Efficient and effective analysis, research and methodology development that leads to appropriate findings and conclusions
- Assignment of analytical and support staff
- Analyzes data, reports, processes and measurements
- Performs other analyses of data as directed

Minimum/General Experience: 6 years

Minimum Education: Bachelor's Degree

Journeyman Analyst

Functional Responsibility:

Duties include but are not limited to-

- Defines detailed requirements, analyzes needs, and validates solutions with the client
- Details requirements through product development and other functions to support the project team
- Monitors other analysts in methods and processes and implementation of those methods.
- Evaluates projects and perform other analyses of data as directed

Minimum/General Experience: 4 years

Minimum Education: Bachelor's Degree

Strategic Planner

Functional Responsibility:

Duties include but are not limited to-

- Provides strategic planning of large projects or a significant segment of a strategic planning portion of a large complex project
- Provides the overall approach to clarify mission statements so they can be used as springboards in envisioning their desired future
- Assists in developing mission and vision statements, subsequent goal delineation, provides guidance for building operational plans
- Consolidates strategic planning process and prioritize initiatives

Minimum/General Experience: 4 years

Minimum Education: Bachelor's Degree

Exhibit Coordinator

Functional Responsibility:

Duties include but are not limited to-

- Responsible for the conceptual design, construction, installation and maintenance of all permanent, temporary and traveling exhibits
- Leads staff or contractors to accomplish assigned exhibit projects and activities
- Develops long range and short range goals within the exhibit area

- Designs, implements and improves visual presentation materials

Minimum/General Experience: 2 years

Minimum Education: Associates Degree

Program Manager

Functional Responsibility:

Duties include but are not limited to-

- Responsible for all activities relating to the operation of program support, guidance and implementation
- Establishes detailed schedules to meet program requirements and deadlines
- Confers with and advises subordinates on administrative policies and procedures, technical problems, priorities, and methods
- Consults with personnel in sections to coordinate activities

Minimum/General Experience: 6 years

Minimum Education: Bachelor's Degree

Project Manager

Functional Responsibility:

Duties include but are not limited to-

- Develops, manages and maintains project plan and project standards
- Acquires, assigns and manages project resources and facilities
- Monitoring and reporting project progress
- Proactively anticipate project deviations and communicate corrective action and escalation

Minimum/General Experience: 6 years

Minimum Education: Bachelor's Degree

Senior Consultant

Functional Responsibility:

Duties include but are not limited to-

- Top-level expert supporting unlimited sets of projects and sectors
- Works to solve business problems and improve capabilities
- Leads client engagements and ensuring that projects successfully achieve their objectives
- Provides overall direction to the project team and manages many aspects of the client relationship

Minimum/General Experience: 10 years

Minimum Education: Master's Degree

Information Systems Specialist

Functional Responsibility:

Duties include but are not limited to-

- Responsible for activities related to system administration
- Ensures requirements of systems operations and administration are included in the overall information systems planning
- Responsible for the installation, maintenance, configuration, and integrity of computer software.
- Implements operating system enhancements that will improve the reliability and performance of the system

Minimum/General Experience: 2 years

Minimum Education: Bachelor's Degree and Post-Baccalaureate Certificate

Senior Information Systems Engineer

Functional Responsibility:

Duties include but are not limited to-

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

Minimum/General Experience: 6 years

Minimum Education: Bachelor's Degree

Senior Systems Architect

Functional Responsibility:

Duties include but are not limited to-

- Top-level technical expert responsible for design and development of a client/server environment
- Develops strategy of client/server system and the design infrastructure necessary to support that strategy
- Advises on selection of technological purchases with regards to processing, data storage, data access, and applications development
- Sets standards for the client/server relational database structure for the organization (SQL, ORACLE, SYBASE, etc.).

Minimum/General Experience: 10 years

Minimum Education: Master's Degree

Business Process Engineer Specialist IV

Functional Responsibility:

Duties include but are not limited to-

- Identifies the areas in business processes for improvement and additional benefit, and determine and prioritize requirements
- Supports the development, review and prioritization of management functional capabilities, strategies and objectives in coordination with the client demands.
- Assists in the development and coordination of policy recommendations and statements
- Evaluates existing business processes to analyze, design, recommend, and implement changes.

Minimum/General Experience: 6 years

Minimum Education: Master's Degree

Business Process Engineer Specialist III

Functional Responsibility:

Duties include but are not limited to-

- Identifies the areas in business processes for improvement and additional benefit, and determine and prioritize requirements
- Supports the development, review and prioritization of management functional capabilities, strategies and objectives in coordination with the client demands.
- Assists in the development and coordination of policy recommendations and statements

Minimum/General Experience: 4 years

Minimum Education: Master's Degree

Web Developer

Functional Responsibility:

Duties include but are not limited to-

- Responsible for developing and providing content that will motivate and entertain users so that they regularly access the website and utilize it as a major source for information and decision making
- Responsible for managing/performing website editorial activities including gathering and researching information that enhances the value of the site.
- Locates, negotiates and pursues content
- Involved in production management, web page design, HTML and web graphics types and standards

Minimum/General Experience: 2 years

Minimum Education: Bachelor's Degree

Communications Specialist III

Functional Responsibility:

Duties include but are not limited to-

- Assists in the planning, design, and implementation of communications networks
- Responsible primarily for the assessment and optimization of network design through review and assessment of user needs
- Conducts feasibility studies for large projects, develops requests for proposal, evaluates vendor products, and makes recommendations on selection
- Functions as lead position providing guidance and training to less-experienced analysts

Minimum/General Experience: 4 years

Minimum Education: Bachelor's Degree

Principal Information Engineer

Functional Responsibility:

Duties include but are not limited to-

- Applies an enterprise-wide set of disciplines for the planning, analysis, design and construction of information systems on an enterprise-wide basis or across a major sector of the enterprise
- Develops analytical and computational techniques and methodology for problem solutions
- Provides specialized knowledge of systems operations, risk management principals, and leading edge industry technologies to develop enterprise level migration and consolidation plans that result in minimum risk, optimum performance solutions
- Utilizes performance analysis to predict performance trends, and identify unique and systemic performance anomalies

Minimum/General Experience: 6 years

Minimum Education: Bachelor's Degree

Functional/Cost Analyst

Functional Responsibility:

Duties include but are not limited to-

- Analyzes a company's costs, or the use of available resources, and reports such analysis to management for decision-making and control

- May advise or consult on organizational, procedural, and workflow plans, methods, and procedures analysis.
- Recommends changes to improve processing and utilization and cost
- Prepares operational cost estimates for current and proposed projects

Minimum/General Experience: 2 years

Minimum Education: Bachelor's Degree

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.

Labor Category	GSA Price
Business Process Eng Specialist III	\$111.03
Business Process Eng Specialist IV	\$133.48
Communications Specialist III	\$90.93
Exhibit Coordinator	\$68.41
Functional Analyst III	\$69.82
Functional/Cost Analyst	\$44.96
Info Eng IV Govt	\$139.65
Information Systems Specialist	\$97.73
Intelligence Analyst	\$99.75
Journeyman Analyst	\$58.04
Principal Information Engineer	\$93.80
Program Manager	\$146.70
Project Manager	\$134.96
Senior Analyst	\$74.06
Senior Consultant	\$123.12
Senior Information Systems Engineer	\$122.85
Senior Systems Architect	\$139.37
Strategic Planner	\$151.49
Web Developer	\$125.39

c. Substitutions

Strategic Operational Solutions, Inc. reserves the right to make the following substitutions in the education and/or experience requirements of any of the service skill categories set forth herein.

- 1. One year of experience is the equivalent of one year of education.**
- 2. One year of education is the equivalent of one year of experience.**
- 3. Certification related to the technology is equivalent to two years of experience or education requirement.**