

**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

FPDS Code D302	IT Systems Development Services
FPDS Code D306	IT System Analysis Services
FPDS Code D307	Automated Information System Design and Integration Services
FPDS Code D308	Programming Services
FPDS Code D310	IT Backup and Security Services
FPDS Code D311	IT Data Conversion Services
FPDS Code D316	IT Network Management Services

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

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

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

**Agile Technologies, LLC
685 Route 202/206
Bridgewater, NJ 08807
908-243-2500 (phone)
908-253-9770 (fax)
www.agiletech.com**

Contract Number: GS-35F-0601N

Period Covered by Contract: May 14, 2003 - May 12,2008

General Services Administration
Federal Supply Service

Pricelist current through Modification # _____, dated _____.

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

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INFORMATION FOR ORDERING OFFICES
APPLICABLE TO ALL SPECIAL ITEM NUMBERS

SPECIAL NOTICE TO AGENCIES: Small Business Participation

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

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

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

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

1. Geographic Scope of Contract:

The geographic scope of this contract is the 48 contiguous states, including Alaska, Hawaii and Puerto Rico and the District of Columbia.

2. Agile Technologies, LLC. Ordering Address and Payment Information:

Agile Technologies, LLC
685 Route 202/206
Bridgewater, NJ 08807

Contractors are required to accept the Government purchase card for payments equal to or less than the micro-purchase threshold for oral or written delivery orders. Government purchase cards will be acceptable for payment above the micro-purchase threshold. In addition, bank account information for wire transfer payments will be shown on the invoice.

The following telephone number(s) can be used by ordering agencies to obtain technical and/or ordering assistance:
908-243-2500

3. LIABILITY FOR INJURY OR DAMAGE

Agile Technologies, LLC shall not be liable for any injury to Government personnel or damage to Government property arising from the use of equipment maintained by the Contractor, unless such injury or damage is due to the fault or negligence of the Contractor.

4. Statistical Data for Government Ordering Office Completion of Standard Form 279:

Block 9: G. Order/Modification Under Federal Schedule

Block 16: Data Universal Numbering System (DUNS) Number: 134205603

Block 30: Type of Contractor - B Other Small Business

B. Other Small Business

Block 31: Woman-Owned Small Business - No

Block 36: Contractor's Taxpayer Identification Number (TIN): 22-3503226

4a. CAGE Code: 3C9W0

4b. Contractor has registered with the Central Contractor Registration Database.

5. FOB Destination

6. DELIVERY SCHEDULE

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

SPECIAL ITEM NUMBER

DELIVERY TIME (Days ARO)

132-51
Agency.

As negotiated between Agile Technologies, LLC and the ordering

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

7. Discounts

- a. Prompt Payment – None
- b. Quantity: None
- c. Dollar Volume – None
- d. Government Educational Institutions – None
- e. Other – 2% discount from commercial pricelist

8. Trade Agreements Act of 1979, as amended:

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

9. Statement Concerning Availability of Export Packing: N/A

10. Small Requirements: The minimum dollar value of orders to be issued is \$100.

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

12. USE OF FEDERAL SUPPLY SERVICE INFORMATION TECHNOLOGY SCHEDULE CONTRACTS.
In accordance with FAR 8.404:

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

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--

Review additional Schedule Contractors'

- (1) catalogs/pricelists or use the "GSA Advantage!" on-line shopping service;
- (2) Based upon the initial evaluation, generally seek price reductions from the Schedule Contractor(s) appearing to provide the best value (considering price and other factors); and
- (3) After price reductions have been sought, place the order with the Schedule Contractor that provides the best value and results in the lowest overall cost alternative. If further price reductions are not offered, an order may still be placed, if the ordering office determines that it is appropriate.

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

- (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.

f. Small business. For orders exceeding the micro-purchase threshold, ordering offices should give preference to the items of small business concerns when two or more items at the same delivered price will satisfy the requirement.

g. Documentation. Orders should be documented, at a minimum, by identifying the Contractor the item was purchased from, the item purchased, and the amount paid. If an agency requirement in excess of the micro-purchase threshold is defined so as to require a particular brand name, product, or feature of a product peculiar to one manufacturer, thereby precluding consideration of a product manufactured by another company, the ordering office shall include an explanation in the file as to why the particular brand name, product, or feature is essential to satisfy the agency's needs.

13. FEDERAL INFORMATION TECHNOLOGY/TELECOMMUNICATION STANDARDS

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

13.1 FEDERAL INFORMATION PROCESSING STANDARDS PUBLICATIONS (FIPS PUBS): Information Technology products under this Schedule that do not conform to Federal Information Processing Standards (FIPS) should not be acquired unless a waiver has been granted in accordance with the applicable "FIPS Publication." Federal Information Processing Standards Publications (FIPS PUBS) are issued by the U.S. Department of

Commerce, National Institute of Standards and Technology (NIST), pursuant to National Security Act. Information concerning their availability and applicability should be obtained from the National Technical Information Service (NTIS), 5285 Port Royal Road, Springfield, Virginia 22161. FIPS PUBS include voluntary standards when these are adopted for Federal use. Individual orders for FIPS PUBS should be referred to the NTIS Sales Office, and orders for subscription service should be referred to the NTIS Subscription Officer, both at the above address, or telephone number (703) 487-4650.

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

14. SECURITY REQUIREMENTS. In the event security requirements are necessary, the ordering activities may incorporate, in their delivery orders, 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 not exceed ten percent (10%) or \$100,000, of the total dollar value of the order, whichever is less.

15. CONTRACT ADMINISTRATION FOR ORDERING OFFICES: Any ordering office, with respect to any one or more delivery orders placed by it under this contract, may exercise the same rights of termination as might the GSA Contracting Officer under provisions of FAR 52.212-4, paragraphs (l) Termination for the Government's convenience, and (m) Termination for Cause (See C.1.)

16. GSA Advantage!

GSA Advantage! is an on-line, interactive electronic information and ordering system that provides on-line access to vendors' schedule prices with ordering information. GSA Advantage! will allow the user to perform various searches across all contracts including, but not limited to:

- (1) Manufacturer;
- (2) Manufacturer's Part Number; and
- (3) Product categories.

Agencies can browse GSA Advantage! by accessing the Internet World Wide Web utilizing a browser (ex.: NetScape). The Internet address is <http://www.fss.gsa.gov/>.

17. PURCHASE OF OPEN MARKET ITEMS

NOTE: Open Market Items are also known as incidental items, noncontract items, non-Schedule items, and items not on a Federal Supply Schedule contract.

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

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

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

18. CONTRACTOR COMMITMENTS, WARRANTIES AND REPRESENTATIONS

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

19. OVERSEAS ACTIVITIES

The terms and conditions of this contract shall apply to all orders for installation, maintenance and repair of equipment in areas listed in the pricelist outside the 48 contiguous states and the District of Columbia, except as indicated below:

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

20. BLANKET PURCHASE AGREEMENTS (BPAs)

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

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

Federal Supply Schedule contracts contain BPA provisions to enable schedule users to maximize their administrative and purchasing savings. This feature permits schedule users to set up "accounts" with Schedule Contractors to fill recurring requirements. These accounts establish a period for the BPA and generally address issues such as the frequency of ordering and invoicing, authorized callers, discounts, delivery locations and times. Agencies may qualify for the best quantity/volume discounts available under the contract, based on the potential volume of business that may be generated through such an agreement, regardless of the size of the individual orders. In addition, agencies may be able to secure a discount higher than that available in the contract based on the aggregate volume of business possible under a BPA. Finally, Contractors may be open to a progressive type of discounting where the discount would increase once the sales accumulated under the BPA reach certain prescribed levels. Use of a BPA may be particularly useful with the new Maximum Order feature. See the Suggested Format, contained in this Schedule Pricelist, for customers to consider when using this purchasing tool.

BEST VALUE
BLANKET PURCHASE AGREEMENT
FEDERAL SUPPLY SCHEDULE

(Insert Customer Name)

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

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

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

Signatures

Agency

Date

Contractor

Date

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 SCHEDULES / 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); and

(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.

21. CONTRACTOR TEAM ARRANGEMENTS

Contractors participating in contractor team arrangements must abide by all terms and conditions of their respective contracts. This includes compliance with Clauses 552.238-74, Contractor's Reports of Sales and 552.238-76, Industrial Funding Fee, i.e., each contractor (team member) must report sales and remit the IFF for all products and services provided under its individual contract.

BASIC GUIDELINES FOR USING "CONTRACTOR TEAM ARRANGEMENTS"

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

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

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

Participation in a Team Arrangement is limited to Federal Supply Schedule Contractors.

Customers should refer to FAR 9.6 for specific details on Team Arrangements.

Here is a general outline on how it works:

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

22. INSTALLATION, DEINSTALLATION, REINSTALLATION

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

The requisitioning activity issuing the task order against this contract will be responsible for proper administration and enforcement of the Federal labor standards covered by the Davis-Bacon Act. The proper Davis-Bacon wage

determination will be issued by the ordering activity at the time a request for quotations is made for applicable construction classified installation, deinstallation, and reinstallation services under SIN 132-8.

23. SECTION 508 COMPLIANCE.

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

www.agiletech.com

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

24. PRIME CONTRACTOR ORDERING FROM FEDERAL SUPPLY SCHEDULES.

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

- (a) A copy of the authorization from the Agency with whom the contractor has the prime contract (unless a copy was previously furnished to the Federal Supply Schedule contractor); and
- (b) The following statement:

This order is placed under written authorization from _____ dated _____. In the event of any inconsistency between the terms and conditions of this order and those of your Federal Supply Schedule contract, the latter will govern.

USA COMMITMENT TO PROMOTE SMALL BUSINESS PARTICIPATION PROCUREMENT PROGRAMS

PREAMBLE

Agile Technologies, LLC. provides commercial products and services to the Federal Government. We are committed to promoting participation of small, small disadvantaged and women-owned small businesses in our contracts. We pledge to provide opportunities to the small business community through reselling opportunities, mentor-protégé programs, joint ventures, teaming arrangements, and subcontracting.

COMMITMENT

To actively seek and partner with small businesses.

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

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

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

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

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

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

We signify our commitment to work in partnership with small, small disadvantaged and women-owned small businesses to promote and increase their participation in Federal Government contracts. To accelerate potential opportunities please contact **Agile Technologies, LLC, William Freitag, CEO, 908-243-2501 (phone), 908-253-9770 (fax), wfreitag@agiletech.com (e-mail).**

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

1. SCOPE

- a. The prices, terms and conditions stated under Special Item Number 132-51 Information Technology Professional Services and Special Item Number 132-52 Electronic Commerce Services apply exclusively to IT/EC Services within the scope of this Information Technology Schedule.
- b. The Contractor shall provide services at the Contractor's facility and/or at the Government location, as agreed to by the Contractor and the ordering office.

2. PERFORMANCE INCENTIVES

- a. When using a performance based statement of work, performance incentives may be agreed upon between the Contractor and the ordering office on individual fixed price orders or Blanket Purchase Agreements, for fixed price tasks, under this contract in accordance with this clause.
- b. The ordering office must establish a maximum performance incentive price for these services and/or total solutions on individual orders or Blanket Purchase Agreements.
- c. To the maximum extent practicable, ordering offices shall consider establishing incentives where performance is critical to the agency's mission and incentives are likely to motivate the contractor. Incentives shall be based on objectively measurable tasks.
- d. The above procedures do not apply to Time and Material or labor hour orders.

3. ORDERING PROCEDURES FOR SERVICES (REQUIRING A STATEMENT OF WORK)

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

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

- (a) When ordering services, ordering offices shall—
 - (1) Prepare a Request (Request for Quote or other communication tool):
 - (i) A statement of work (a performance-based statement of work is preferred) that outlines, at a minimum, the work to be performed, location of work, period of performance, deliverable schedule, applicable standards, acceptance criteria, and any special requirements (i.e., security clearances, travel, special knowledge, etc.) should be prepared.

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

(iii) The request may ask the contractors, if necessary or appropriate, to submit a project plan for performing the task, and information on the contractor's experience and/or past performance performing similar tasks.

(iv) The request shall notify the contractors what basis will be used for selecting the contractor to receive the order. The notice shall include the basis for determining whether the contractors are technically qualified and provide an explanation regarding the intended use of any experience and/or past performance information in determining technical qualification of responses. If consideration will be limited to schedule contractors who are small business concerns as permitted by paragraph (2)(i) below, the request shall notify the contractors that will be the case.

(2) Transmit the Request to Contractors:

(i) Based upon an initial evaluation of catalogs and price lists, the ordering office should identify the contractors that appear to offer the best value (considering the scope of services offered, pricing and other factors such as contractors' locations, as appropriate). When buying IT professional services under SIN 132—51 ONLY, the ordering office, at its discretion, may limit consideration to those schedule contractors that are small business concerns. This limitation is not applicable when buying supplies and/or services under other SINS as well as SIN 132-51. The limitation may only be used when at least three (3) small businesses that appear to offer services that will meet the agency's needs are available, if the order is estimated to exceed the micro-purchase threshold.

(ii) The request should be provided to three (3) contractors if the proposed order is estimated to exceed the micro-purchase threshold, but not exceed the maximum order threshold. For proposed orders exceeding the maximum order threshold, the request should be provided to additional contractors that offer services that will meet the agency's needs. Ordering offices should strive to minimize the contractors' costs associated with responding to requests for quotes for specific orders. Requests should be tailored to the minimum level necessary for adequate evaluation and selection for order placement. Oral presentations should be considered, when possible.

(3) Evaluate Responses and Select the Contractor to Receive the Order:

After responses have been evaluated against the factors identified in the request, the order should be placed with the schedule contractor that represents the best value. (See FAR 8.404)

(b) The establishment of Federal Supply Schedule Blanket Purchase Agreements (BPAs) for recurring services is permitted when the procedures outlined herein are followed. All BPAs for services must define the services that may be ordered under the BPA, along with delivery or performance time frames, billing procedures, etc. The potential volume of orders under BPAs, regardless of the size of individual orders, may offer the ordering office the opportunity to secure volume discounts. When establishing BPAs, ordering offices shall—

(1) Inform contractors in the request (based on the agency's requirement) if a single BPA or multiple BPAs will be established, and indicate the basis that will be used for selecting the contractors to be awarded the BPAs.

(i) **SINGLE BPA:** Generally, a single BPA should be established when the ordering office can define the tasks to be ordered under the BPA and establish a firm-fixed price or ceiling price for individual tasks or services to be ordered. When this occurs, authorized users may place the order directly under the established BPA when the need for service arises. The schedule contractor that represents the best value should be awarded the BPA. (See FAR 8.404)

(ii) **MULTIPLE BPAs:** When the ordering office determines multiple BPAs are needed to meet its requirements, the ordering office should determine which contractors can meet any technical qualifications before establishing the BPAs. When multiple BPAs are established, the authorized users must follow the procedures in (a)(2)(ii) above and then place the order with the Schedule contractor that represents the best value.

(2) **Review BPAs Periodically:** Such reviews shall be conducted at least annually. The purpose of the review is to determine whether the BPA still represents the best value. (See FAR 8.404)

(c) The ordering office should give preference to small business concerns when two or more contractors can provide the services at the same firm-fixed price or ceiling price.

(d) When the ordering office's requirement involves both products as well as executive, administrative and/or professional, services, the ordering office should total the prices for the products and the firm-fixed price for the services and select the contractor that represents the best value. (See FAR 8.404)

The ordering office, at a minimum, should document orders by identifying the contractor from which the services were purchased, the services purchased, and the amount paid. If other than a firm-fixed price order is placed, such documentation should include the basis for the determination to use a labor-hour or time-and-materials order. For agency requirements in excess of the micro-purchase threshold, the order file should document the evaluation of Schedule contractors' quotes that formed the basis for the selection of the contractor that received the order and the rationale for any trade-offs made in making the selection.

Ordering procedures for other services available on schedule at fixed prices for specifically defined services or tasks should use the procedures in FAR 8.404. These procedures are listed in the pricelist, under "Information for Ordering Offices," paragraph #12.

4. 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 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.

5. PERFORMANCE OF SERVICES

a. The Contractor shall commence performance of services on the date agreed to by the Contractor and the ordering office.

b. The Contractor agrees to render services only during normal working hours, unless otherwise agreed to by the Contractor and the ordering office.

c. The Agency should include the criteria for satisfactory completion for each task in the Statement of Work or Delivery Order. Services shall be completed in a good and workmanlike manner.

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

6. INSPECTION OF SERVICES

The Inspection of Services–Fixed Price (AUG 1996) clause at FAR 52.246-4 applies to firm-fixed price orders placed under this contract. The Inspection–Time-and-Materials and Labor-Hour (JAN 1986) clause at FAR 52.246-6 applies to time-and-materials and labor-hour orders placed under this contract.

7. RESPONSIBILITIES OF THE CONTRACTOR

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

8. RESPONSIBILITIES OF THE GOVERNMENT

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

9. INDEPENDENT CONTRACTOR

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

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 Government contract, without some restriction on activities by the Contractor and its affiliates, may either (i) result in an unfair competitive advantage to the Contractor or its affiliates or (ii) impair the Contractor’s or its affiliates’ objectivity in performing contract work.

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

11 INVOICES

Agile Technologies, LLC., upon completion of the work ordered, shall submit invoices for IT/EC services. Progress payments may be authorized by the ordering office on individual orders if appropriate.

Progress payments shall be based upon completion of defined milestones or interim products. Invoices shall be submitted monthly for recurring services performed during the preceding month.

12. PAYMENTS

For firm-fixed price orders the Government shall pay Agile Technologies, LLC., 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 (Alternate I (APR 1984)) at FAR 52.232-7 applies to time-and-materials orders placed under this contract. For labor-hour orders, the Payment under Time-and-Materials and Labor-Hour Contracts (FEB 2002) (Alternate II (FEB 2002)) at FAR 52.232-7 applies to labor-hour orders placed under this contract.

13. RESUMES

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

Agile Technologies, LLC
IT PROFESSIONAL SERVICE DESCRIPTIONS

Special Item No. (SIN) 132-51 - Information Technology Professional Services

FPDS Code D302 **IT Systems Development Services**

This service provides for the design and construction of small to large complex projects. These services include creating project processes and business procedures, which encompass business process reengineering. Full lifecycle methodology with multiple approaches using industry or homegrown methodologies is also included. Enterprise Resource Planning (ERP) and Customer Relationship Management (CRM) services include package selection, project management, business process design / re-engineering, system configuration, technical infrastructure support, testing, and training. Identification of data warehousing, mining strategies, and implementation to support decision-making processes is offered. Also provided are web data design and interface applications that provide data quickly and easily to business end users. Business intelligence tools are supported, but are not limited to Cognos to support data warehousing requirements. Systems Development Services include:

- Full Life Cycle Methodology
- Project Management
- Requirements Analysis
- System Design and Analysis
- Software Development
- Configuration Management
- User Interface Design and Development
- Win32 GUI Application Development

FPDS Code D306 **IT Systems Analysis Services**

Services in this area include the facilitation and identification of concepts, which are central to the enterprise using established techniques for business modeling and requirements capture. This includes the identification of functional requirements, project cost-benefits, return-on-investment, risk (purchase vs. buy) assessment, and project documentation. Full lifecycle methodology with multiple approaches using industry or homegrown methodologies is also included. Systems Analysis Services include:

- Cost-Benefit Analysis
- Risk Assessment and Mitigation
- Requirements Documentation
- Web/Internet Applications
- Hardware Architecture
- Software Architecture
- Functional Systems Design
- Database Design
- Security
- Performance Assessment
- Problem Mitigation
- Quality Assurance
- Configuration Management
- Documentation

Services include the ability to leverage a common infrastructure to share data and connect process between multiple systems or applications. We develop applications and infrastructure by combining core components to support a client's key business functions and processes. Applications may reside on different hardware operating systems across multiple platforms. Also included are automated tools to automatically generate code and test systems. We create prototypes and design documentation for development of small to large complex systems to provide clear design requirements and to confirm business operations and database design. Full lifecycle methodology with multiple approaches using industry or homegrown methodologies is provided. Automated Information Systems and Integration Services include:

- Requirements Identification
- Requirements Analysis
- Functional Requirements
- Technical Requirements
- Organizational Requirements
- Standards Compliance
- Test Plans & Procedures
- Code Change Control Procedures

Preliminary Design

- Functional Description
- Technical Assessment
- Cost-Benefit Analysis
- Risk Analysis
- Concept of Operations
- Logical Database Design
- Hardware Architecture
- Software Architecture
- System Interface Specification and Definition

Detailed Design

- Software Component Specification
- Hardware Component Specification
- Physical Database Design
- Requirements Traceability
- Implementation Planning
- Data Dictionary
- User Interface Design

System Implementation

- Software Development
- Software Integration
- Hardware Integration
- Unit and Module Testing
- Integration Testing
- Database Population

System Testing

- Unit Testing
- Customer Acceptance Testing
- Configuration Audits
- Configuration Management
- Quality Assurance

Programming Services include the full lifecycle methodology with multiple approaches using industry or homegrown methodologies included. Programming Services includes:

Languages

- C#
- MS Visual C++
- Java
- Visual Basic 6.0
- T-SQL, PL/SQL
- HTML
- XML
- UNIX Shell Scripting
- Cold Fusion

Environments

- MS Windows 98, NT, 2000, XP.Net
- UNIX /LINUX/BSD

Databases

- SQL Server
- Oracle
- MS Access

Tools

- .Net Studio
- IBM Websphere Developer Studio
- Symantec Visual Café
- MS Visual Developer Studio 6.0
- Cold Fusion Studio 5.0

Internet & Intranet

- ASP.Net
- ASP 3.0
- Cold Fusion
- JSP

HTTP and Proxy Server

- IIS 4/5/6
- Apache
- IBM Websphere
- MS IAS
- Security

Firewalls

E-Mail Server (SMTP and POP3)

Web Page Design (HTML, XML, JAVA, Active-X)

FPDS Code D310

IT Backup and Security Services

Services include analysis and recommendations on disaster recovery, backup and security procedures. Analysis includes database, websites, hardware, server environments and Internet. IT Backup and Security Services includes:

Database Administration

- **Design and implementation of a secure architecture**

Health and Wellness Analyses

- **Web Server Security Analysis**
- **Database Security Analysis**
- **Web System Analysis**
- **Security Policy Definition and Enforcement Review**

Shared Data Environment

- **Release Policy Definition and Management**
- **Web Product Review and Release**

FPDS Code D311

IT Data Conversion Services

Data Migration Services: These services include the ability to migrate data from legacy systems / applications to data mining or data warehouse environments. Full lifecycle methodology with multiple approaches using industry or homegrown methodologies is included. Database Conversion Services includes:

Data Warehousing and Mining

- **Web-based information delivery**
- **Focused data repositories**

Database Architecture and Design

- **Business Information Analysis**
 - **Cognos**
 - **Brio**
- **Logical Modeling**

Database Administration

- **Oracle**
- **Microsoft SQL Server**

Back-end Development and Tuning

- **Application Performance Tuning**
- **Custom development**
- **Oracle and MS SQL Server**

Network Services include:

Network Assessment & Planning

Network Engineering

- WAN/LAN Architecture and Design
- Remote Access
- Capacity Planning

Firewall Configuration

Network Support and Upgrades

Tuning

- Performance planning and analysis
- Capacity planning and analysis

E-mail Configuration and Maintenance

- Lotus Notes
- MS Outlook and Exchange

Server Upgrades

IT LABOR CATEGORY DESCRIPTIONS

Commercial Job Title: Project Manager

Minimum/General Experience

Requires 6-8 years of comprehensive Project management/ IT consulting.

Duties/Responsibilities

Plans, organizes, and controls analysis of computer system requirements and development of procedures for implementation, programming and/or maintenance of major computer systems. Coordinates efforts with other IS departments and users. Ensures project timelines and budgets are met. Oversees systems analysis and programming activities to establish and implement new or upgraded systems and programs. Manages time, cost, and feasibility studies; assists in forecasting hardware and software needs; and works with other information systems areas to develop policies and procedures.

Minimum Education

Bachelor's degree or equivalent experience.

Commercial Job Title: Project Lead

Minimum/General Experience

Requires four to six years of management/ IT consulting or relevant industry experience.

Duties/Responsibilities

Plans, organizes, and controls analysis of computer system requirements and development of procedures for implementation, programming and/or maintenance of major computer systems. Ensures that project timelines and budgets are met. Oversees systems analysis and programming activities to establish and implement new or upgraded systems and programs. Manages time, cost, and feasibility studies; assists in forecasting hardware and software needs; and works with other information systems areas to develop policies and procedures.

Minimum Education

Bachelor's degree or equivalent experience.

Commercial Job Title: Senior Systems Analyst

Minimum/General Experience

Six to eight years of comprehensive systems analysis experience.

Duties/Responsibilities

Oversees systems analysis and programming activities to establish and implement new or upgraded systems and programs. Manages time, cost, and feasibility studies; assists in forecasting hardware and software needs; and works with other information systems areas to develop policies and procedures and to resolve technical problems.

Designs, implements, analyzes, and modifies systems for various applications. Works with users to define system requirements and resolve problems. May supervise programmers and manage small projects.

Minimum Education

Bachelor's degree or equivalent experience.

Commercial Job Title: Systems Analyst

Minimum/General Experience

Four to six years of systems analysis or relevant industry experience.

Duties/Responsibilities

Coordinates with users to ensure timely and efficient manufacturer's software release installation. May design, encode, test and debug programs or user-defined modifications. Analyzes, evaluates and modifies existing or proposed systems and related devices.

Minimum Education

Bachelor's degree or equivalent experience.

Commercial Job Title: Senior Programmer/Analyst

Minimum/General Experience

Requires at least two (2) to four (4) years of comprehensive programming experience.

Duties/Responsibilities

Senior level position requiring advanced technical knowledge in all areas of applications programming, system design, and update, storage, and retrieval methods. Prepares specifications and programs of a highly technical or complex nature. Assists Systems Analysts/Programmers with application or technical problems.

Minimum Education

Two-year degree or equivalent experience.

Commercial Job Title: Programmer/Analyst

Minimum/General Experience

Requires at least one (1) to two (2) years of programming experience.

Duties/Responsibilities

Under direct supervision, assists in preparing specifications and user requirements. Encodes, tests, debugs, and documents programs for relatively straightforward or small projects. May assist senior programmer/analysts on more complex projects.

Minimum Education

Two-year degree in Computer Science or equivalent experience.

Commercial Job Title: Senior IT Consultant

Minimum/General Experience

10+ years of comprehensive management/ IT consulting or relevant industry experience; experienced in business strategy, business process analysis, team development and project management.

Duties/Responsibilities

Provides overall direction and leadership for project. Oversees systems analysis and programming activities to establish and implement new or upgraded systems and programs. Analyzes and defines clients' business problems. Identifies high-level user requirements. Works with customers to determine requirements. Responsible for all phases of the project from analysis and initial scope development, to project delivery and completion. Assists with customer reference visits, training and marketing events. This is a senior level person who manages time, cost, and feasibility studies; assists in forecasting hardware and software needs; and works with other information systems areas to develop policies and procedures, and to resolve technical problems.

Minimum Education

Bachelor's degree or equivalent experience.

Commercial Job Title: IT Consultant

Minimum/General Experience

Five to ten years of consulting and relevant industry experience; experienced in project management and business process analysis.

Duties/Responsibilities

Collaborates with Principal Consultant on all phases of projects from analysis and initial scope development, to project delivery and completion. Provides end-to-end analysis and design solutions and assists with presentation findings to senior client management. Interfaces with clients and Technical Consultants to conduct rapid pilot implementations of specific business processes. Coordinates project implementations and provides direction to Technical Consultants. Directs test plan development and works with Technical Consultants to derive programmer work plan from given requirements.

Minimum Education

Bachelor's degree or equivalent experience.

Commercial Job Title: Associate IT Consultant

Minimum/General Experience

One (1) to two (2) years of consulting and relevant industry experience; experienced in project management and business process analysis.

Duties/Responsibilities

Provides end-to-end analysis and design solutions and assists with presentation findings to senior client management. Interfaces with clients and Technical Consultants to conduct rapid pilot implementations of specific business processes. Directs test plan development and works with Technical Consultants to derive programmer work plan from given requirements.

Minimum Education

Bachelor's degree or equivalent experience.

Commercial Job Title: Senior Network Administrator

Minimum/General Experience

Requires four to five years of comprehensive Network Administrator experience.

Duties/Responsibilities

Manages the acquisition, installation, and maintenance of the organization's local area networks and wide area networks. Analyzes products and recommends use of new products and services to senior management. Manages LAN/WAN performance and security. Establishes and implements policies and procedures for LAN/WAN usage. Installs, configures, and maintains the organization's LAN server and workstations. Acts as primary organizational interface with vendor and provides internal analysis and support. Manages performance of a multiple hardware and software platform interface at the most complex level.

Minimum Education

Bachelor's degree or equivalent experience.

Commercial Job Title: Network Administrator

Minimum/General Experience

Requires one (1) to two (2) years of Network Administrator experience.

Duties/Responsibilities

Assesses network performance. Sets up and observes network systems; recommends upgrades or improvements. Supports development of technical standards and application uses. Resolves network problems and offers technical assistance to users.

Minimum Education

Two-year degree in Computer Science or equivalent work experience.

Commercial Job Title: Senior Database Administrator

Minimum/General Experience

Requires six to eight years of comprehensive Database Administrator experience.

Duties/Responsibilities

Oversees the technical design, development and maintenance of databases and master files on large complex projects. Maintains database dictionaries, ensures database performance and resolves problems. Coordinates with other IS departments to ensure implementation and monitoring of databases. Analyzes and projects long-range space requirements. Manages the design and development of IS databases and related master files. Oversees contributions by Systems, Operations, and Technical Support to develop and improve databases and master files. Guarantees the performance integrity and quality of databases.

Controls system capacity for existing requirements and plans for future needs. May supervise or mentor Database Analysts.

Minimum Education

Requires an Information Systems degree with comprehensive experience with database systems and related software, or equivalent degree and experience.

Commercial Job Title: Database Administrator

Minimum/General Experience

Requires four to six years of Database Administrator experience.

Duties/Responsibilities

Manages the design and development of IS databases and related master files. Oversees contributions by Systems, Operations, and Technical Support to develop and improve databases and master files. Guarantees the performance integrity and quality of databases. Controls system capacity for existing requirements and plans for future needs. May supervise or mentor Database Analysts.

Minimum Education

Bachelor's degree or equivalent experience.

Commercial Job Title: Senior Database Analyst

Minimum/General Experience

Requires four to six years of comprehensive database analysis experience.

Duties/Responsibilities

Oversees the technical design, development and maintenance of databases and master files on large complex projects. Maintains database dictionaries, ensures database performance and resolves problems. Coordinates with other IS departments to ensure implementation and monitoring of databases. Analyzes and projects long-range space requirements.

Minimum Education

Bachelor's degree or equivalent experience.

Commercial Job Title: Database Analyst

Minimum/General Experience

Requires two (2) to four (4) years of database analysis experience.

Duties/Responsibilities

Designs, implements, and maintains moderately complex databases. Maintains database dictionaries and ensures system integration. May work with Database Administrators on complex projects.

Minimum Education:

Bachelor's degree or equivalent experience.

Commercial Job Title: Senior Technical Writer

Minimum/General Experience

Requires two (2) to four (4) years of comprehensive technical writing experience.

Duties/Responsibilities

Creates, writes and edits technical reports and documentation pertaining to construction of data and systems documentation prepared for project tests, training and processes. Calculates test data, transcribes test data from worksheets to test reports and generates reports. Reviews test plans and requirements for accuracy.

Minimum Education

Bachelor's degree or equivalent experience.

Commercial Job Title: Technical Writer

Minimum/General Experience

Requires one (1) to two (2) years of technical writing experience.

Duties/Responsibilities

Creates, writes and edits reports from data and review deliverables. Reviews plans, proposals and project data for mathematical accuracy and prepares and processes program reports. Calculates test data, transcribes test data from worksheets to test reports and generates reports. Reviews test plans and requirements for accuracy.

Minimum Education

Two-year degree in Computer Science or equivalent experience.

Agile Technologies, L.L.C.

GSA HOURLY RATES

SIN 132-51

LABOR CATEGORIES	GSA RATES
Project Manager	\$173.22
Project Lead	\$148.47
Senior Systems Analyst	\$148.37
Systems Analyst	\$118.78
Senior Programmer/Analyst	\$148.47
Programmer/Analyst	\$108.88
Senior IT Consultant	\$247.45
IT Consultant	\$148.47
Associate IT Consultant	\$89.08
Senior Network Administrator	\$123.73
Network Administrator	\$108.88
Senior Database Administrator	\$173.22
Database Administrator	\$148.47
Senior Database Analyst	\$148.47
Database Analyst	\$118.78
Senior Technical Writer	\$98.98
Technical Writer	\$89.08