



**AUTHORIZED FEDERAL SUPPLY SERVICE
INFORMATION TECHNOLOGY SCHEDULE
PRICELIST**

**GENERAL PURPOSE COMMERCIAL INFORMATION
TECHNOLOGY EQUIPMENT, SOFTWARE AND SERVICES**

**SIN 132-51-- INFORMATION TECHNOLOGY (IT)
PROFESSIONAL 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.

Ventech, Inc.
9701 Apollo Drive Suite 330
Largo, MD 20774
<http://www.invtech-inc.com>

Contract Number: 47QTCA19D0012

Period Covered: 10/23/2018 Thru 10/22/2023

Pricelist current through:

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INFORMATION FOR ORDERING ACTIVITIES

CUSTOMER INFORMATION:

1a. Awarded Special Item Number(s):

SIN	Description
132-51	INFORMATION TECHNOLOGY (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: **Not Applicable.**

1c. Descriptions of all corresponding commercial job titles with experience, functional responsibility and education. **Not applicable.**

2. Maximum Order: **\$500,000.00**

3. Minimum Order: **\$100.00**

4. Geographic Coverage: **48 contiguous States and the District of Columbia, Alaska, Hawaii, Puerto Rico, Washington, DC and US Territories.**

5. Point of Production: **Not Applicable**

6. Prices Shown Herein are Net: **(discount included)**

7. Quantity Discount: **None**

8. Prompt Payment Terms: **Net 30 Days**

9. Government Purchase Cards: **are accepted.**
10. Foreign Items: **Not Applicable**
11. Time of Delivery: **Not Applicable**
- 11b. Expedited Delivery: **Not Applicable**
- 11c. Overnight/2-Day Delivery: **Not Applicable**
- 11d. Urgent Requirements: **Not Applicable**
12. FOB Point: **Not Applicable**
13. **Ordering Address:**
- Ventech, Inc.
9701 Apollo Dr Suite 330
Largo MD 20774**
14. **Payment Address:**
- Ventech, Inc.
9701 Apollo Dr Suite 330
Largo MD 20774**
15. Warranty Provisions: **Standard Commercial Warranty**
16. Export Packing charges: **Not Applicable**
17. Terms and conditions of Government Purchase Card Acceptance: **Contact VENTECH, INC., for terms and conditions of Government Purchase Card acceptance above micro-purchase threshold.**
18. Terms and conditions of rental, maintenance, and repair: **Not Applicable**
19. Terms and conditions of installation: **Not applicable**

20. Terms and conditions of repair parts: **Not applicable**

20a. Terms and conditions for any other services: **Not applicable**

21. List of service and distribution points:

Ventech, Inc.
9701 Apollo Dr Suite 330
Largo MD 20774

22. List of participating dealers: **Not applicable**

23. Preventive maintenance: **Not applicable**

24a. Environmental attributes, e.g., recycled content, energy efficiency, and/or reduced pollutants: **Not applicable**

24b. Contact VENTECH, INC., for Section 508 compliance information. The EIT standards can be found at: <http://www.section508.gov>

25. DUNS Number: **078443122**

26. VENTECH, INC. is registered in the System for Award Management (SAM) database.

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 apply exclusively to IT/IAM Professional Services within the scope of this Information Technology Schedule.
- b. The Contractor shall provide services 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 mission of the ordering activity 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/IAM 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 Contracting Officer for the ordering activity, written consent before placing any subcontract for furnishing any of the work called for in a task order.

16. DESCRIPTION OF IT/EC SERVICES AND PRICING

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

b. Pricing for all IT services shall be in accordance with the contractor's customary commercial practices; e.g., hourly rates, monthly rates, term rates, and/or fixed prices.

COMMERCIAL PRICE LIST
Effective Date: January 1, 2018

Labor Category	Commercial Price (with IFF)
Project Manager	\$92.82
Database Developer	\$96.04
Software Tester	\$70.11
Web Interface Developer	\$99.88
Webmaster	\$54.74
Application Developer	\$62.38
Application Architech	\$51.51
Application Architech Sr.	\$82.59
Computer Programmer Sr	\$80.27
Technical Writer	\$46.10
System Engineer Sr	\$86.46

LABOR CATEGORY DESCRIPTIONS

Project Manager

Minimum/General Experience: Five (5) years of experience directly supervising IT development and project integration, preferably in a leadership role.

Functional Responsibility: Responsible for all aspects of the development and implementation of assigned projects and provides a single point of contact for those projects. Takes projects from original concept through final implementation. Interfaces with all areas affected by the project including end users, stakeholders and project sponsor. Leads team on large projects or significant segment of large complex projects. Analyzes new and complex project related problems and creates innovative solutions involving finance, scheduling, technology, methodology, tools, and solution components. Reviews requirements to define project scope and objectives. Develops detailed work plans, schedules, project estimates, resource plans, and status reports. Conducts project meetings and is responsible for project tracking and analysis. Ensures adherence to quality standards and reviews project deliverables. Manages the integration of vendor tasks and tracks and reviews vendor deliverables. Provides technical and analytical guidance to project team. Recommends and takes action to direct the analysis and solutions of problems.

Minimum Education Requirement: Bachelor's Degree in Computer Science, Engineering, or related technical discipline.

Database Developer

Minimum/General Experience: At least three (3) years of experience in software development/engineering, including requirements analysis, software development, installation, integration, evaluation, enhancement, maintenance, testing, and problem diagnosis/resolution. At least one (1) year of creating complex queries, stored procedures, functions, and reports using SQL.

Functional Responsibility: Responsible for SQL and PL/SQL development to include: developing the backend reports to support user needs, developing custom scripts to automate various database management processes, monitoring and troubleshooting database performance, developing, optimizing, and tuning stored procedures, functions, triggers, views, and queries in support of application development, and interfacing with customers, users, and developers as needed. Also maintains the database schema, database design, and transitional development activities.

Minimum Education Requirement: Bachelor's degree in engineering, computer science, or another related analytical, scientific, or technical discipline.

Software Tester

Minimum/General Experience: Five (5) years of experience in software quality assurance.

Functional Responsibility: Responsible for writing, executing and maintaining software test plans. Also, will manually test software, following test instructions in a test document. May also write automated tests or unit test as directed. Reviews and approves software developer unit cases, draft test plans and test cases for integration testing and other forms of testing including boundary positive/negative, functional, system, stress, load, performance, usability, security, install/uninstall, etc., draft User Acceptance, Operational Qualification, and Performance Qualification Testing scripts and review with end users or other team members, facilitate User Acceptance Testing and other Validation activities with end users. The Tester will work closely with the business analyst and participate in peer reviews to ensure requirements are understood. This individual will also work closely with software developers to ensure communication coordination of releases for testing in the appropriate environment.

Minimum Education Requirement: Bachelor's degree in information technology or a similar technical degree.

Web Interface Developer

Minimum/General Experience: Four (4) years of experience with HTML/HTML5,.Net, JAVA, ASP, VBScript, C#, Javascript, and/or other comparable languages.

Functional Responsibility: Develops user interface features, site animation and special effects. Coordinates with web content developers and graphics designers to ensure that needs are technically feasible. Provides technical site maintenance and advice on issues related to animation, search engine techniques, link integrity, navigation, browsers, graphics, and other technical web developments. Develops code in HTML, Visual Basic or other web-based programming languages. Performs functionality and navigation testing and prepares technical documentation. Provides technical support, and administration of the software infrastructure for the implementation and maintenance of company/customer's web sites.

Minimum Education Requirement: Bachelor's degree in information technology or a related discipline.

Webmaster

Minimum/General Experience: Minimum 3 to 4 years HTML coding experience required. In-depth knowledge of HTML, CSS, JavaScript, SEO. Experience with content management systems is strongly preferred.

Functional Responsibility: Maintains and updates all Ventech websites. Ensures website content is accurate and up-to-date. Analyzes and reports website statistics. Implements and maintains

all technologies, programs and functionality on AACAP websites. Works closely with the various internal departments to ensure all website pages are updated on a regular basis. Establishes policies and procedures for Ventech websites (content, style, functionality). Oversees website layout, user experience, navigation scheme, and architecture. Collaborates with leadership and staff to develop long-term strategies. Documents and maintains system processes as applications are developed, modified, and/or upgraded.

Minimum Education Requirement: Bachelor's degree in information technology or similar technical discipline.

Application Developer

Minimum/General Experience: Two (2) years of experience maintaining and administering web development, presentation and hosting tools, products and databases to include media, content management, and version control systems.

Functional Responsibility: Responsible for the placement and layout of website pages, and the design and creation of relational database schemas. Designs, creates and programs SQL server databases per project needs. Assists in gathering requirements and project specifications. Communicates project status and deliverables with product owners. Manages project tasks, timelines, and communication. Performs routine site maintenance as needed.

Minimum Education Requirement: Bachelor's degree in information technology or a related field.

Application Architect

Minimum/General Experience: Three (3) years of experience as a web designer and developer, with an in-depth knowledge of HTML, CSS, PHP, CGI, XML/XSLT, JSP, JAVA, Java Script, Ajax, XHTML, Perl, Flash, Adobe Creative Suite, Google search, and MySQL database.

Functional Responsibility: Designs, develops, operates and maintains static and dynamic web sites and applications for multiple internet and intranet sites with demonstrated expertise in using developer languages and tools. Documents and tests all work products and changes before deployment to production. Scans all developed code for known security vulnerabilities and resolves them to produce error free and secure code.

Minimum Education Requirement: Bachelor's degree in engineering, computer science, or another related analytical, scientific, or technical discipline.

Application Architect Sr.

Minimum/General Experience: Four (4) years of experience as a web designer and developer, with an in-depth knowledge of HTML, CSS, PHP, CGI, XML/XSLT, JSP, JAVA, Java Script, Ajax, XHTML, Perl, Flash, Adobe Creative Suite, Google search, and MySQL database.

Functional Responsibility: Designs, develops, operates and maintains static and dynamic web sites and applications for multiple internet and intranet sites with demonstrated expertise in using developer languages and tools. Identifies diagnoses and fixes website problems, including broken links. Documents and tests all work products and changes before deployment to production. Scans all developed code for known security vulnerabilities and resolves them to produce error free and secure code. Also develops and maintains computer graphics and images for the web. Understands and documents user requirements, and designs and develops them into web sites that incorporate usability best practices.

Minimum Education Requirement: Bachelor's degree in engineering, computer science, or another related analytical, scientific, or technical discipline.

Computer Programmer Sr.

Minimum/General Experience: Extensive experience in software development, modern design patterns and web technologies using multi-tier architectures. Proficient in Java, C++, C#, Python and/or similar structured programming languages. Experience with Javascript, JavaScript libraries, AJAX, JSON, HTML5/CSS3 and responsive design.

Functional Responsibility: Uses current IT equipment and languages to develop and prepare diagrammatic plans for solution of business, management, communications, and strategic problems. Designs detailed programs, flowcharts, and diagrams showing mathematical computations and sequence of machine operations necessary to copy and process data and print results. Verifies the accuracy and completeness of programs and systems by preparing sample representative data and performs testing by means of cycle and system processing.

Minimum Education Requirement: Bachelor's degree in computer science, software engineering, information technology, or a related discipline.

Technical Writer

Minimum/General Experience: Three (3) years of experience creating technical documentation such as user guides, technical guides, templates, training materials, etc.; experience developing and managing technical documentation review process steps; and experience researching tools, procedures, and technical configurations.

Functional Responsibility: Researches, writes, and edits technical sections of proposals and meets all proposal deadlines. Participates in proposal strategy, design, writing, and review

sessions with business development and technical teams throughout the life of the proposal. Work with subject matter experts to prepare material for proposals.

Minimum Education Requirement: Bachelor's degree in English, communications, information technology, or a similar field.

System Engineer Sr.

Minimum/General Experience: Five (5) years of experience as a system engineer.

Functional Responsibility: Analyzes user's requirements, concept of operations documents, and high level system architectures to develop system requirements specifications. Derives lower-level requirements from higher-level allocated requirements that describe in detail the functions that a system component must fulfill, and ensure these requirements are complete, correct, and verifiable. Participates in establishing and gaining approval of the definition of a system or component under development (requirements, designs, interfaces, test procedures, etc.) that provides a common reference point for hardware and software developers. Analyzes system requirements and leads design and development activities. Guide users in formulating requirements, advises alternative approaches, and conducts feasibility studies.

Minimum Education Requirement: Bachelor's degree in computer science, software engineering, information technology, or a related discipline.