



WORLDWIDE FEDERAL SUPPLY SCHEDULE

**CHEROKEE INFORMATION SERVICES,
INCORPORATED**

**PROFESSIONAL SERVICES SCHEDULE
CATALOG**



PROFESSIONAL SERVICES SCHEDULE

SCHEDULE NUMBER GS-00F-0052M

Contract Period: February 1, 2001 - January 31, 2021

Pricing Effective November 27, 2015



2850 Eisenhower Avenue

Alexandria, VA 22314

(703) 416 – 0720

www.cherokee-inc.com



GENERAL SERVICES ADMINISTRATION

Federal Acquisition Service *Authorized Federal Supply Schedule Price List*

On-line access to contract ordering information, terms and conditions, up-to-date pricing, and the option to create an electronic delivery order is available through **GSA Advantage!**[™], a menu-driven database system. The INTERNET address for **GSA Advantage!**[™] is: <http://www.GSAAdvantage.gov>.

TITLE: Cherokee Information Services, Inc. Worldwide FSS Consolidated Contract

FSC Groups: Migrated to Date

C874-501, C874-501RC, C874-503, C874-503RC, C874-504, C874-504RC, C874-505 and C874-505RC

C874-6 and C874-6RC

Contract Number: **GS-00F-0052M**

For more information on ordering from Federal Supply Schedules click on <http://www.gsa.gov/schedules-ordering>

Contract Period: Contract Period: February 1, 2001 - January 31, 2021

Contractor: Cherokee Information Services, Inc. (D.B.A.) CIS
2850 Eisenhower Avenue, Suite 210
Alexandria, VA 22314
Ph: (703) 416-0720
Fax: (703) 415-1450
www.CISFederal.com

Business Size: Large
Telephone: (703) 416-0720
Extension: 5518
FAX Number: (703) 415-1450
Web Site: www.CISFederal.com
E-mail: rowt@cisfederal.com
Contract Administration: Thomas Row



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1. CUSTOMER INFORMATION

Logistics and Acquisition Support Services, Worldwide and, Mission Oriented Business Integrated Services (MOBIS)

1. Table of Awarded Special Item Numbers with appropriate cross-reference to page numbers:

SIN	Recovery	SIN Description
C874-501, C874-503, C874-504, and C874-505	C874-501RC, C874-503RC, C874-504RC, and C874-505RC	Logistics

SIN	Recovery	SIN Description
874-6	874-6 RC	Acquisition Management Support

- 2. **Maximum Order:** The maximum dollar value per order will be \$1,000,000.00. Orders exceeding the maximum threshold may be placed in accordance with FAR 8.404.
- 3. **Minimum Order:** \$ 100.00
- 4. **Geographic Coverage:** MOBIS and LOGWORLD (worldwide)
- 5. **Point(s) of Production:** To be negotiated
- 6. **Discount from List Prices or Statement of Net Price** To be negotiated
- 7. **Quantity Discounts:** 1% discount for volume orders in excess of \$3.5M
- 8. **Prompt Payment Terms:** 0.25% - 10 business days from receipt of invoice or To be Negotiated date of acceptance, whichever is later

9a. Notification that Government purchase



- cards are accepted up to the micro-purchase threshold:** Yes
- 9b. Notification whether Government purchase cards are accepted or not accepted above the micro-purchase threshold:** Will accept over \$2,500
- 10. Foreign Items:** None
- 11a. Time of Delivery:** To be Negotiated
- 11b. Expedited Delivery:** To be Negotiated
- 11c. Overnight and 2-Day Delivery:** To be Negotiated
- 11d. Urgent Requirements:** Contact Contractor
- 12. F.O.B Points:** FOB Destination
- 13a. Ordering Address:** Cherokee Information Services, Inc.
2850 Eisenhower Avenue
Suite 210
Alexandria, VA 22314
- 13b. Ordering procedures:** For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPA's), and a sample BPA can be found at the GSA/FSS Schedule homepage (gsa.gov/schedules-ordering)
- 14. Payment Address:** Cherokee Information Services, Inc.
2850 Eisenhower Avenue
Suite 210
Alexandria, VA 22314
- 15. Warranty Provision:** IAW FAR clause 52.246-2 and 52.246-4
- 16. Export Packing Changes:** Negotiable

17. Terms and Conditions of Government Purchase



Card Acceptance:	No special terms & conditions apply
18. Terms and Conditions of Rental, Maintenance, and Repair:	Not Applicable
19. Terms and Conditions or Installation:	Not Applicable
20. Terms and Conditions of Repair Parts Indicating Date of Parts Price Lists and Any discounts from List Prices:	Not Applicable
20a. Terms and Conditions for any other Services:	Not Applicable
21. Lists of service and Distribution Points:	Not Applicable
22. List of Participating Dealers:	Not Applicable
23. Preventive Maintenance:	Not Applicable
24. Environmental Attributes:	Not Applicable
25. Data Universal Number (DUNS):	787608322
26. Notification Regarding Registration in SAM Database:	Cherokee is registered in the SAM
27. Net Billing	Not Applicable
Contractor Website URL:	www.cisfederal.com



2. SERVICES OFFERED

2.a Logistics and Acquisition Support Services, Worldwide

Cherokee Information Services, Inc. offers extensive procurement, acquisition, program management, logistics, supply, and training services essential to mission achievement and realizing organizational goals. We are capable of providing all resources including management, supplies, services, material, equipment, facilities, and transportation for each mission area and task order.

C874-501, C874-501RC, C874-503, C874-503RC, C874-504, C874-504RC, C874-505 and C874-505RC

SUPPLY AND VALUE CHAIN MANAGEMENT SERVICES

Planning, development, management, operation and maintenance of logistics systems for the movement and maintenance of resources:

- System assessment and consultation
- Material requirements planning
- Inventory management and operation
- Asset or property visibility and management
- Operation of warehouses, stockrooms or storage facilities
- Fulfillment systems and operations
- Configuration management
- Platform management
- Vendor/acquisition management
- Information processing systems analysis, design, implementation
- Staging, shipping, and receiving
- Packing and crating
- Packaging, labeling, bar coding system consultation, design, implementation, operation and maintenance
- Operation and maintenance of distribution and or material handling equipment
- Design and installation of material handling systems
- System modernization consultation
- Expansion and consolidation studies
- Moving and storage (excluding household goods)
- Consultation on hazardous material storage and handling
- Warehouse and location management systems
- Recycling program management of warehousing materials
- Preservation and protection of specialized inventory or documents
- Maintenance, Repair and Overhaul (MRO) support
- Maintenance, Repair and Overhaul (MRO) process management
- Property disposal management
- Logistics Strategic Planning services



- Logistics Systems Engineering services
- Global Integrated Supply Chain Solutions – planning and implementation
- Logistics Program Management services and support
- Supply Chain Logistics services, solutions, and support
- Logistics Business Process Re-engineering
- Logistics Decision support solutions
- Logistics Performance Measures

ACQUISITION - LOGISTICS

Provide logistics expertise in all program phases (planning, design, development, test, production, fielding, sustainment, improvement, modification, disposal, etc.):

- Participation in or consultation to concept development or integrated process teams
- Perform needs assessments
- Define and establish program objectives, strategies, plans and schedules
- Develop milestone documentation
- Market research and acquisition planning
- Material requirements identification, planning, acquisition and management
- Develop specifications or performance based work statements and task estimates
- Develop, document and support maintenance procedures and technical manuals
- Configuration and data management and related documentation
- Develop and monitor funding plans
- Support packaging, handling, storage and transportation operations
- Supply chain integration planning
- Inventory or asset management
- Vendor management
- Conduct field problem analysis and recommend corrective action
- Spares modeling
- Disposal, recycle or salvage management

DISTRIBUTION AND TRANSPORTATION LOGISTICS SERVICES

- Distribution system analysis, development and management
- Location modeling and distribution network analysis
- Fleet planning, operation and maintenance
- Carrier management and routing
- Freight forwarding, consolidation and management
- Tracking system analysis, design, operations and management

DEPLOYMENT LOGISTICS

- Contingency planning



- Material and property requirements planning, movement, storage and accountability systems
- Asset management and visibility
- Regional and global resource capability identification and integration
- Public and private sector resource management
- Communication and logistics systems design, planning, and operation
- Medical and emergency unit storage and restocking management

LOGISTICS TRAINING SERVICES

Training in systems operations, warehousing, material planning and handling, transportation management, inventory management, and the tools utilized in supply and value chain management.

2.b Mission Oriented Business Integrated Services

874 6 --- Acquisition Management Support

Acquisition Management Support: Contractors shall provide professional support services to agencies in conducting federal acquisition management activities. Services covered by this SIN are: acquisition planning assistance, including market research and recommending procurement strategy; acquisition document development, including cost/price estimates, quality assurance surveillance plans, statements of work, synopses, solicitations, price negotiation memoranda, etc.; expert assistance in supporting proposal evaluations, including price/cost analysis or technical proposal analysis; contract administration support services, including assistance with reviewing contractor performance, developing contract modifications, and investigating reports of contract discrepancies; contract close-out assistance; Competitive Sourcing support, including OMB Circular A-76 studies, strategic sourcing studies, privatization studies, public-private partnerships, and Federal Activities Inventory Reform (FAIR) Act studies.

Inherently Governmental services as identified in FAR 7.503 or by the ordering agency are prohibited under MOBIS. It is the responsibility of the Contracting Officer placing the order to make this determination. Ordering activities must require prospective contractors to identify potential conflicts of interest and address those, prior to task order award. For more information, see www.gsa.gov/mobis.



3. Schedule Pricelist

Logistics and Acquisition Support Services, Worldwide – C874-501, C874-501RC, C874-503, C874-503RC, C874-504, C874-504RC, C874-505 and C874-505RC

Mission Oriented Business Integrated Services – SIN 874 6 and 874-6RC

SCA Matrix – MOBIS – SINS C874-6 and C874-6RC		
SCA Eligible Labor Category	SCA Equivalent Code Title	WD No.
Administrative Assistant	01611 – Word Processor I	2005-2545

SCA Matrix – LOGWORLD – SINS C874-501, C874-501RC, C874-503, C874-503RC, C874-504, C874-504RC, C874-505 and C874-505RC		
SCA Eligible Labor Category	SCA Equivalent Code - Title	WD Number
Technical Administrator/Typist	01020-Administrative Assistant	05-2417
Inventory Control Technician	21410-Warehouse Specialist	05-2417
Supply Technician	21150-Stock Clerk	05-2417
Supply Analyst	01410-Supply Technician	05-2417

The Service Contract Act (SCA) is applicable to this contract and it includes SCA applicable labor categories. The prices for the indicated SCA labor categories are based on the U.S. Department of Labor Wage Determinations Number(s) identified in the matrix. The prices offered are based on the preponderance of where work is performed and should the contractor perform in an area with lower SCA rates, resulting in lower wages being paid, the task order prices will be discounted accordingly.

Cherokee Information Services, Incorporated, will place a 40% uplift on all rates for overseas delivery orders and apply applicable JTR/FTR rates, per FAR Part 52.

Note: All hourly labor rates include 0.75% Industrial Funding Fee

Current Period (Option Period 3 years 2016-2021)



Item	SIN	Awarded Labor Category	Site	2/1/2017 to 1/31/2018 Year 17	2/1/2018 to 1/31/2019 Year 18	2/1/2019 to 1/31/2020 Year 19	2/1/2020 to 1/31/2021 Year 20
1	874-6	Acquisition Program Analyst IV	Both	\$ 81.00	\$ 82.86	\$ 84.77	\$ 86.72
2	874-6	Admin Assistant	Both	\$ 35.41	\$ 36.22	\$ 37.05	\$ 37.91
3	874-6	Consultant I	Both	\$105.90	\$108.34	\$110.83	\$113.38
4	874-6	Consultant IV	Both	\$150.48	\$153.94	\$157.49	\$161.11
5	874-6	Contracts Specialist II	Both	\$ 49.98	\$ 51.13	\$ 52.31	\$ 53.51
6	874-6	Contracts Specialist III	Both	\$ 52.73	\$ 53.94	\$ 55.18	\$ 56.45
7	874-6	Program Mgr	Both	\$114.05	\$116.68	\$119.36	\$122.11
8	874-6	Project Mgr	Both	\$ 96.89	\$ 99.12	\$101.40	\$103.73
9	874-501, 874-503, 874-504, 874-505	Intermediate Contracts / Procurement Specialist	Both	\$ 61.42	\$ 62.83	\$ 64.28	\$ 65.76
10	874-501, 874-503, 874-504, 874-505	Inventory Control Technician ***	Both	\$ 30.31	\$ 31.01	\$ 31.72	\$ 32.45
11	874-501, 874-503, 874-504, 874-505	Logistics Analyst	Both	\$ 50.37	\$ 51.53	\$ 52.72	\$ 53.93
12	874-501, 874-503, 874-504, 874-505	Project/Task Manager	Both	\$ 76.95	\$ 78.72	\$ 80.53	\$ 82.38



13	874-501, 874-503, 874-504, 874-505	Senior Logistics Analyst	Both	\$ 59.51	\$ 60.88	\$ 62.28	\$ 63.71
14	874-501, 874-503, 874-504, 874-505	Senior Systems Analyst	Both	\$ 80.32	\$ 82.16	\$ 84.05	\$ 85.99
15	874-501, 874-503, 874-504, 874-505	Senior Logistics Program Analyst	Both	\$ 66.69	\$ 68.22	\$ 69.79	\$ 71.40
16	874-501, 874-503, 874-504, 874-505	Supply Analyst ***	Both	\$ 47.29	\$ 48.38	\$ 49.49	\$ 50.63
17	874-501, 874-503, 874-504, 874-505	Senior Supply Analyst	Both	\$ 53.04	\$ 54.26	\$ 55.51	\$ 56.79
18	874-501, 874-503, 874-504, 874-505	Supply Technician ***	Both	\$ 34.90	\$ 35.71	\$ 36.53	\$ 37.37
19	874-501, 874-503, 874-504, 874-505	Technical Admin/Typist ***	Both	\$ 40.50	\$ 41.43	\$ 42.39	\$ 43.36



4. Labor Category Descriptions

Mission Oriented Business Integrated Services – SIN C874 6 Acquisition Management Support Labor Categories:

SERVICE PROPOSED (E.G. Job Title/Task)	FUNCTION	MINIMUM EDUCATION	MINIMUM YEARS OF EXPERIENCE	TYPE OF EXPERIENCE	ADDITIONAL EXPERIENCE EQUIVALENT TO DEGREE
Acquisition Program Analyst IV	Provides assistance to customer contracting and procurement offices in acquisition planning assistance, including market research and recommending procurement strategy; acquisition document development; expert assistance in supporting proposal evaluations; contract administration support services; contract close-out assistance; and Competitive Sourcing support.	Bachelor	4 yrs	Advanced education, training, experience, or certification in the life cycle management of assets to include acquisition planning, program management, purchasing or contracting, and other related disciplines. May hold or have held NCMA, DAWIA, or other similar certifications. Familiar with the basic systems engineering process.	AA + 3; HS + 6
Admin Assistant	Assists in preparation of correspondence, tracking correspondence, and providing assistance support in a variety of administrative tasks.	HS Diploma/GE D	1 yr	Basic experience or equivalent training in office administrative support concepts and the preparation and management of documents. Familiar with automated and non-automated record keeping systems. Competent in the use of standard office automation software products for preparation of documents, spreadsheets, and presentations.	AA = exp
Consultant I	Provides expert analysis, advice, design/redesign, and thought leadership in acquisition, procurement, business, and government operations and systems. Provides subject matter expertise in acquisition and procurement fields and Government	Bachelor	5 yrs	Possess education and experience in acquisition, procurement, administrative, or business fields that is congruent with providing consultant services in acquisition related disciplines.	AA + 3; HS + 6



SERVICE PROPOSED (E.G. Job Title/Task)	FUNCTION	MINIMUM EDUCATION	MINIMUM YEARS OF EXPERIENCE	TYPE OF EXPERIENCE	ADDITIONAL EXPERIENCE EQUIVALENT TO DEGREE
	business operations. Develops recommendations and solutions to complex acquisition, procurement, and business operation problem sets.				
Consultant IV	Provides expert analysis, advice, design/redesign, and thought leadership in business, acquisition and procurement, and government operations and systems. Provides advanced subject matter expertise in acquisition and procurement, general business and Government operations. Develops recommendations and solutions to complex problem sets. Conducts studies, research, or analysis as required and prepares reports, presentations, point papers and decision papers as required.	Masters	12 yrs	Possess advanced education and experience in acquisition, procurement, administrative, and/or business field that is congruent with providing expert support on acquisition, procurement, or general business operations.	Bachelor + 4; AA + 7
Contracts Specialist II	Supports customer contracting and purchasing activities. Prepares, tracks, or files documentation associated with procurement activities.	HS Diploma/GE D	8 yrs	Education, training, experience, or certification in procurement, contracting, or purchasing disciplines. May hold or have held NCMA, NAPM, or DAWIA certifications Familiar with Federal Acquisition Regulations and/or Uniform Commercial Code or contract law and theory.	BA/BS=6 yrs AA = 3 yrs exp



SERVICE PROPOSED (E.G. Job Title/Task)	FUNCTION	MINIMUM EDUCATION	MINIMUM YEARS OF EXPERIENCE	TYPE OF EXPERIENCE	ADDITIONAL EXPERIENCE EQUIVALENT TO DEGREE
Contracts Specialist III	Provides assistance to customer contracting and procurement offices in executing acquisition strategies and conducting procurements. Applies knowledge of the contracting process to support customers in the analysis and improvement of procurement process policy and procedures.	Bachelor	4 yrs	Advanced education, training, experience, or certification in procurement, contracting, or purchasing disciplines. May hold or have held NCMA, NAPM, or DAWIA certifications. Demonstrated understanding of Federal Acquisition Regulations and/or Uniform Commercial Code or contract law and theory.	AA + 3; HS + 6
Program Mgr	Serves as the Program Manager for one or more projects ensuring completion within cost, schedule, and performance parameters. Manages and mitigates program risk, and develops innovative approaches to problem resolution.	Bachelor	8 yrs	Educated and/or trained in Program Management theory and practice. Experienced in successfully managing technically complex and/or large programs or projects. Knowledgeable and experienced in execution and control of projects within cost and schedule constraints and relevant methodologies which may include EVM, CMM, ISO, Lean, and others. May have relevant professional certification in management disciplines such as DAWIA, Lean/Six Sigma, PMP, and Contract Management.	AA + 3; HS + 6
Project Mgr	Manages assigned projects or tasks in compliance with the statement of work and negotiated performance metrics or goals. Manages and mitigates risk in assigned areas and develops innovative approaches to problem resolution.	Bachelor	4 yrs	Basic education, training, or significant job related experience in successfully managing projects and tasks in accordance with best industry practices and Cherokee's Project Management Framework. Knowledgeable and experienced in execution and control of projects within cost and schedule constraints and relevant methodologies which may include EVM, CMM, ISO, Lean, and others.	AA + 3; HS + 6



Logistics and Acquisition Support Services, Worldwide – C874-501, C874-501RC, C874-503, C874-503RC, C874-504, C874-504RC, C874-505 and C874-505RC

Management, Information Technology, Acquisition, Procurement, Supply, & Administrative Labor Categories:

Labor Category	Minimum/General Experience	Functional Responsibility	Minimum Education	Education/ Experience Equivalent
Intermediate Contracts / Procurement Specialist	Must have at least 10 years' experience of which three must be specialized. A BA/BS degree may substitute for 2 years of experience.	Assists government procurement agencies to define proposals and qualify vendors. Applies knowledge of the federal acquisition process to support customers in the analysis and improvement of acquisition process policy and procedures. Devises strategies for deploying and implementing new acquisition policy initiatives and measuring the effectiveness of implementation. Uses quantitative analytical techniques to assess system acquisition process issues and develop risk reduction/mitigation approaches for improving acquisition / program planning, control, and execution. Supports Government contracting activities.	AA or equivalent	Assoc. + 10 HS + 13
Inventory Control Technician	Minimum of one year of similar work experience, familiar with PC windows operations.	Receives, marks, records, and distributes inventory items. Warehousing, distribution, and inventory control measures may be implemented. Works as part of team to ensure 100% accountability within appropriate databases and reports.	HS or equivalent	HS + 1
Logistics Analyst	Minimum of three years experience providing logistical systems expertise and operation in the areas of procurement, contracting, logistics, purchasing, inventory, or supply management.	Provides services and analysis to efficiently and effectively provide for procurement, contracting, logistics or supply management operations.	HS or equivalent	HS + 3
Project/Task Manager	Six or more years of progressively more responsible experience is required in providing project, technical, or task management. A masters degree may be substituted for two years of this experience.	Supervises a group of contract/technical employees. Manages business and technical activities relating to a major contract task area. Organizes, directs and coordinates planning and coordinates and monitors technical, schedule and cost elements of the program. Resolves technical, scheduling and cost issues and serves as the primary point of contact between task employees and the contract's program manager. Prepares management reports and maintains	BA/BS or equivalent	Bachelors + 6 Assoc. + 9 HS + 12



Labor Category	Minimum/General Experience	Functional Responsibility	Minimum Education	Education/ Experience Equivalent
		accurate records. Establishes and alters (as necessary) task area technical support structure to effectively direct technical support activities. Assigns, schedules, and reviews work of subordinates. Ensures conformance to task specifications and contract provisions.		
Senior Logistics Analyst	Minimum of six years experience providing logistical systems expertise in the areas of procurement, contracting, logistics, purchasing, inventory, or supply management.	Provides consulting services and program analysis in the evaluation of systems, programs, operations, functions and organizations providing procurement, contracting, logistics or supply management functionality. Provides services and analysis to efficiently and effectively provide for procurement, contracting, logistics or supply management operations.	AA or equivalent	Assoc. + 6 HS + 9
Senior Systems Analyst	Ten or more years of technical experience analyzing and designing computer systems. May provide technical and administrative direction for personnel performing system and software development tasks including the review of work products for correctness, adherence to the design concept and to user standards, and for progress in accordance with schedules. Requires competence in systems analysis. Possesses knowledge of current storage and retrieval methods and demonstrated ability to formulate specifications for computer programmers to use in coding, testing, and debugging of computer programs.	Coordinates with the Project Manager to ensure overall problem resolution, solutions, and user satisfaction. Provides systems analysis to ensure integration and operation of total system. Make recommendations, if needed, for approval of major systems installations. Prepares milestone status reports and deliveries/presentations on the system concept to colleagues, subordinates, and end user representatives. May provide daily supervision and direction to support staff.	BA/BS or equivalent	Bachelors + 10 Assoc. + 13 HS + 16
Senior Logistics Program Analyst	Minimum of ten years experience providing	Provides consulting services and program analysis in the evaluation of systems,	BS/BA or equivalent	Bachelors + 10 Assoc. +



Labor Category	Minimum/General Experience	Functional Responsibility	Minimum Education	Education/ Experience Equivalent
	logistical systems analysis in the areas of procurement, contracting, logistics, purchasing, inventory, or supply management. Mastery of support systems, methodologies, and best practices in supporting discipline areas.	programs, operations, functions and organizations providing procurement, contracting, logistics or supply management functionality. Provides analysis for productivity, efficiency and strategy of these systems. Thorough knowledge of logistics principles, processes, and programs.		13 HS + 16
Supply Analyst	Must have at least four years experience of which two must be specialized. A BA/BS degree may substitute for 2 years experience.	Responsible for the accuracy of inventory and records for component items, assemblies, and/or finished goods within a manufacturing, warehouse, or depot/center location. May manage individual stockrooms.	HS or equivalent	HS + 4
Senior Supply Analyst	Must have at least eight years experience of which four years experience is in a supervisory level position in stores/ shipping/receiving activities.	Responsible for the management of employees engaged in the storage, shipment, and receipt of raw materials and/or finished goods. Establishes departmental procedures and standards. Responsible for the security and accountability of goods within jurisdiction. Ensures that goods are packaged and protected for shipment according to specification. Coordinate with production and marketing to develop and meet shipping objectives. Normally directs activities through subordinate supervisors. Responsible for the employment, training, employee motivation and discipline of assigned employees.	BA/BS or equivalent	Bachelors + 8 Assoc. + 11 HS + 14
Supply Technician	Must have at least two years experience.	Responsible for the physical custody, receipt, control, storage, and accuracy of inventory and records for component items, assemblies, and/or finished goods within a manufacturing, warehouse, or depot/center location.	HS or equivalent	HS + 2
Technical Administration/Typist	Minimum of two years of experience providing writing support to business or technical programs.	Responsible for the final preparation of correspondence and technical documents in final form. Assist in the development of correspondence guidelines and procedures. Reviews office correspondence, staff actions and reports prepared for management's signature for clarity, completeness, grammatical, and procedural correctness. Develops and maintains both centralized and decentralized office files, management and record keeping systems.	HS or equivalent	HS + 2



5. Information For Ordering Offices

Ordering Information:

1. Geographic Scope Of Contract.

Contractor will provide domestic and overseas delivery. Note price uplift for overseas delivery, included on price lists.

2. CONTRACTOR'S ORDERING ADDRESS AND PAYMENT INFORMATION

Ordering Address:

For EDI Orders

Cherokee Information Services, Inc.
2850 Eisenhower Avenue, Suite 210
Alexandria, VA 22314

For Mailed Orders

Cherokee Information Services, Inc.
2850 Eisenhower Avenue, Suite 210
Alexandria, VA 22314

For Facsimile Orders

Cherokee Information Services, Inc.
(703) 415-1450

Payment address:

Cherokee Information Services, Inc.
2850 Eisenhower Avenue, Suite 210
Alexandria, VA 22314

Contractors are required to accept the Government purchase card for payment 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:

Cherokee Information Services, Inc. (703) 416-0720

3. LIABILITY FOR INJURY OR DAMAGE

The Contractor 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 NO. 2

Block 16: Data Universal Numbering System (DUNS) Number: 787608322

Block 30: Type of Contractor – Large

Block 31: Woman-Owned Small Business - NO

Block 36: Contractor's Taxpayer Identification Number (TIN): 54-1564069

4a. CAGE CODE

0SU10

4b. DUNS AND TIN#

DUNS: 787608322 TIN#: 54-1564069

4c. CENTRAL CONTRACTOR REGISTRATION (SAM) DATABASE.

Cherokee Information Services, Inc. is registered in the SAM 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)

Per agreement with ordering agency

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

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

- a. Prompt Payment: (See discussion of discount, above)
- b. Quantity: None (See Dollar Volume)
- c. Dollar Volume: 1% (See discussion of discount, above)
- d. Government Educational Institutions: None
- e. Other: None

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

As negotiated with buying Agency depending on order, destination, and type of products.

10. SMALL REQUIREMENTS

The minimum dollar value of orders to issued is \$ 100.00

11. MAXIMUM ORDER

All dollar amounts are exclusive of any discount for prompt payment.

The maximum dollar value per order for all LOGWORLD Services will be \$1,000,000.00

12. USE OF FEDERAL SUPPLY SERVICE LOGWORLD SCHEDULE CONTRACTS

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

Available information about the supply or service offered under MAS contracts using the “GSA Advantage!” on-line shopping service, or by reviewing the catalogs price/lists of at least three Schedule Contractors and selecting the delivery and other options available under the schedule that meets the agency’s needs. In selecting the supply or service representing the best value, the ordering office may consider:

- (1) Special features of the supply or service that are required in effective program performance and that are not provided by a comparable supply or service;
- (2) Trade-in considerations;
- (3) Probable life of the item selected as compared with that of a comparable item;
- (4) Warranty considerations;
- (5) Maintenance availability;
- (6) Past performance; and
- (7) Environmental and energy efficiency considerations.

- c. Orders exceeding the maximum order threshold. Each schedule contract has an established maximum order threshold. This threshold represents the point where it is advantageous for the ordering office to seek a price reduction. In addition to following the procedures in paragraph b, above, and before placing an order that exceeds the maximum order threshold, ordering offices shall:

- (1) Review additional Schedule Contractors’ catalogs/pricelists or use the “GSA Advantage!” 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).

Blanket Purchase Agreements (BPA). 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 another 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. 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 cost are incurred as a result of the inclusion of security requirements, such costs will not exceed ten per cent (10%) or \$100,000, of the total dollar value of the order, which is lesser.



14. 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.

15. "GSA ADVANTAGE!"

"GSA Advantage!" is 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 manufacturer, manufacturer's part number; and product categories.

Agencies can browse "GSA Advantage!" by accessing the Internet World Wide Web using an internet browser. The Internet address is www.gsa.gov/schedules-ordering

16. Purchase of Incidental, Non-Schedule Items

For administrative convenience, open market (non-contract) items may be added to a Federal Supply Schedule BPA or an individual order, provided that the items are clearly labeled as such on the order, all applicable regulations have been followed, and price reasonableness has been determined by the ordering activity for the open market (non-contract) items.

17. CONTRACTOR COMMITMENTS, WARRANTIES, AND REPRESENTATIONS

For the purpose of this contract, commitments, warranties and representations include, in addition to those agreed to for the entire schedule contract:

- a. Time of delivery/installation quotations for individual orders;
- b. 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.
- c. Any representations and/or warranties concerning the products made in any literature, description, drawings and/or specifications furnished by the Contractor.

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

18. BLANKET PURCHASE AGREEMENTS (BPA)

Federal Acquisition Regulation (FAR) 13.303(a) defines 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 BPAs under the Federal Supply Schedule Program is authorized in accordance with FAR 13.303(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.

19. Contractor Team Arrangements

Federal Supply Schedule Contractors may use “Contractor Team Arrangements” (see FAR Subpart 9.6) to provide solutions when responding to a customer agency requirements. The policy and procedures outlined in this part will provide more flexibility and allow innovative acquisition methods when using the Federal Supply Schedules. See the additional information regarding Contractor Team Arrangements in this Schedule Pricelist.

Ordering Procedures:

1. ORDERING PROCEDURES

a. Procedures for ordering Logistics Worldwide Services priced on GSA schedule at hourly rates.

(1) 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 Logistics Worldwide Services (SIN 874) that are priced on schedule at hourly rates. These special ordering procedures which are outlined herein take precedence over the procedures in FAR 8.404.



(2) The GSA has determined that the rates for Logworld Services contained in this pricelist 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.

(3) When ordering Logworld Services ordering offices shall:

(a) Prepare a Request for Quotation:

1 A performance-based statement of work 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.

2 A request for quotation should be prepared which includes the performance-based statement of work and requests the contractors 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 hourly rates in the schedule contract and shall consider the mix of labor categories and level of effort required performing 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 material orders.

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

4 The request for quotation 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 acceptability of responses. If consideration will be limited to schedule contractors who are small business concerns as permitted by paragraph (b)1 below, the request for quotations shall notify the contractors that will be the case.

(b) Transmit the Request for quotation to Contractors:

1 Based upon an initial evaluation of catalogs and pricelists, the ordering office should identify the contractors that appear to offer the best value (considering the scope of services offered, hourly rates, and other factors such as contractors' locations, as appropriate).



When buying Logworld Services under, 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. The limitation may only be used when at least three 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.

2 The request for quotation should be to three contractors if the proposed order is estimated to exceed the micro-purchase threshold, but not to exceed the maximum order threshold. For proposed orders exceeding the maximum order threshold, the request for quotation 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 proposals for specific orders. Requests should be tailored to the minimum level necessary for adequate evaluation and selection for order placement.

(c) Evaluate proposals and select the contractor to receive the order.

After responses have been evaluated against the factors identified in the request for quotation, the order should be placed with the schedule contractor that represents the best value and results in the lowest overall cost alternative (considering price, special qualifications, administrative costs, etc.) to meet the Government's needs.

(4) The establishment of Federal Supply Schedule 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:

(a) Inform contractors in the request for quotation (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.

1 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 and results in the lowest overall cost alternative to meet the agency's needs should be awarded the BPA.

2 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 procedure in (3)(b)2 above, and then place the order with the schedule contractor that represents the best value and results in the lowest overall cost alternative to meet the agency's needs.



(b) 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 (considering price, special qualifications, etc.) and results in the lowest overall cost alternative to meet the agency's needs.

(5) 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.

(6) When the ordering office's requirement involves both products as well as Logworld 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 greatest value in terms of meeting the agency's total needs.

(7) The ordering office, at a minimum, should document orders by identifying the contractor the services were purchased from, 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' proposals 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.

b. Ordering Procedures for other services available on schedule at fixed prices for specifically defined services or tasks.

(1) 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.

(2) 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.

(3) 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 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 service representing the best value, the



ordering office may consider special features of the service that are required in effective program performance and that are not provided by a comparable service; and past performance.

(3) 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:

(a) Review additional Schedule Contractors' catalogs/pricelists or use the "GSA Advantage!" on-line shopping service;

(b) 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

(c) 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).

(4) Federal Supply Schedule 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.

(5) Price Reductions. In addition to the circumstances outlined in paragraph 1.b (3), 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 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.



(6) 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.

(7) 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.

2. ORDER

a. Agencies may use written orders, EDI orders, blanket purchase agreements, individual purchase orders, or task orders for ordering services under this contract. BPAs 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 that 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.

3. 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 Logworld 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.

4. INSPECTION OF SERVICES



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

5. RESPONSIBILITIES OF THE CONTRACTOR

The Contractor shall comply with all laws, ordinances, and regulations (Federal, State, City, or otherwise) covering work of this character.

6. RESPONSIBILITIES OF THE GOVERNMENT

Subject to security regulations, the ordering office shall permit Contractor access to all facilities necessary to perform the requisite Logworld Services.

7. INDEPENDENT CONTRACTOR

All 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 Government.

8. ORGANIZATIONAL CONFLICT 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/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.



9. INVOICES

The Contractor, upon completion of the work ordered, shall submit invoices for Services. The ordering office on individual orders if appropriate may authorize progress payments. 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.

10. PAYMENTS

For firm-fixed price orders the Government 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. FAR 52.232-7 Payments under Time and Materials and Labor Hour Contracts (Alternate I (APR 1984)) at applies to time and materials orders placed under this contract. FAR 52.232-7 Payment under Time and Materials and Labor Hour Contracts (FEB 1997) (Alternate II (JAN 1986)) applies to labor hour orders placed under this contract.

11. RESUMES

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

12. 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.

13. 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.