



(i) GENERAL SERVICES ADMINISTRATION

Federal Supply 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 are available through GSA *Advantage!*[®], a menu-driven database system. The INTERNET address GSA *Advantage!*[®] is: GSAAdvantage.gov

Schedule Title: **General Purpose Commercial Information Technology Equipment, Software and Services**

FSC Group, Part, and Section or Standard Industrial Group (as applicable): **Not applicable.**

FSC Class and/or Product code(s) and/or Service Codes (as applicable): **7010**

Contract number: **GS-35F-0360J**

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

Contract period - 4-6-99 through 4-5-19

Price List current through modification # PO-0021, effective April 4, 2014

Planet Technologies, Inc

20400 Observation Drive, Suite 204, Germantown, MD 20876

301-721-0100, 301-721-0189 Fax

www.go-planet.com

[Approved Amendments](#)

Mod #:	Title:	Date of Action
A013	Schedule 70 Refresh 24	10/5/2009
A095	Schedule 70 Refresh 26	9/30/2010
A112	Authorized Negotiators	5/9/2011
A160	Schedule 70 Refresh 27	5/9/2011
A188	Schedule 70 Refresh 28	9/21/2011
A197	Schedule 70 Refresh 29	9/21/2011
A215	Schedule 70 Refresh 30	2/23/2012
A308	Schedule 70 Refresh 31	6/11/2013
A344	Removal of Clause I-FSS-125	12/11/2013
A345	Schedule 70 Refresh 32	02/04/2014
A377	Schedule 70 Refresh 33	05/28/2014
A403	Schedule 70 Refresh 34	01/05/2015
A454	Schedule 70 Refresh 35	07/24/2015
A491	Schedule 70 Refresh 36	04/11/2016

Business size. Other Small Business

(ii) **CUSTOMER INFORMATION:** The following information should be placed under this heading in consecutively numbered paragraphs in the sequence set forth below. If this information is placed in another part of the Federal Supply Schedule Price List, a table of contents must be shown on the cover page that refers to the exact location of the information.

- 1a. **Special Item No 132-51 Information Technology Professional Services** – services descriptions are on pages 8 to 12 and awarded prices are on page 12.

- 1b. **Identification of the lowest priced model number and lowest unit price for that model for each special item number awarded in the contract.**

 Sr. Analyst - \$95.72

- 1c. **A description of all corresponding commercial job titles, experience, functional responsibility and education for those types of employees or subcontractors who will perform services shall be provided** – See pages 8 to 11.

2. **Maximum order:** \$500,000.

3. **Minimum order:** \$100

4. **Geographic coverage** (delivery area): *Domestic delivery* is delivery within the 48 contiguous states, Alaska, Hawaii, Puerto Rico, Washington, DC, and U.S. Territories. Domestic delivery also includes a port or consolidation point, within the aforementioned areas, for orders received from overseas activities.

Overseas delivery is delivery to points outside of the 48 contiguous states, Washington, DC, Alaska, Hawaii, Puerto Rico, and U.S. Territories.

The Geographic Scope of Contract will be domestic and overseas delivery.

5. **Point of production:** Germantown, Montgomery County, Maryland.
6. **Discount from list prices or statement of net price.** Prices are net prices.
7. **Quantity discounts** – None.
8. **Prompt payment terms** - 1/2% - 20 days from receipt of invoice or date of acceptance.
- 9a. **Notification that Government purchase cards are accepted at or below the micro-purchase threshold** – Yes.
- 9b. **Notification whether Government purchase cards are accepted or not accepted above the micro-purchase threshold** – Yes.
10. **Foreign items** – Not applicable.
- 11a. **Time of delivery** - To be negotiated with each authorized ordering activity.
- 11b. **Expedited Delivery** – Not Applicable.
- 11c. **Overnight and 2-day delivery** – Not Applicable.
- 11d. **Urgent Requirements** – Not Applicable.
12. **F.O.B. point:** DEST.
- 13a. **Ordering address:**

Planet Technologies, Inc
20400 Observation Drive, Suite 204
Germantown, MD 20876
- 13b. **Ordering procedures:** For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPA's) are found in Federal Acquisition Regulation (FAR) 8.405-3.
14. **Payment address:**

Planet Technologies, Inc
20400 Observation Drive, Suite 204
Germantown, MD 20876
15. **Warranty provision** – Workmanlike manner.
16. **Export packing charges** – Not Applicable.

17. **Terms and conditions of Government purchase card acceptance** (any thresholds above the micro-purchase level) – No restrictions.
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 indicating date of parts price lists and any discounts from list prices** – Not Applicable.
- 20a. **Terms and conditions for any other services** – see pages 5 to 9.
21. **List of service and distribution points** - – Not Applicable.
22. **List of participating dealers** – Not Applicable.
23. **Preventive maintenance** – Not Applicable.
- 24a. **Special attributes such as environmental attributes** (e.g., recycled content, energy efficiency, and/or reduced pollutants) - – Not Applicable.
- 24b. **If applicable, indicate that Section 508 compliance information is available on Electronic and Information Technology (EIT) supplies and services and show where full details can be found** (e.g. contractor’s website or other location.) The EIT standards can be found at: www.Section508.gov/ - – Not Applicable.
25. **Data Universal Number System (DUNS) number** – 013020685.
26. **Notification regarding registration in System for Award Management (SAM) database** – Yes.

**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 Services within the scope of this Information Technology Schedule.
- b. The Contractor shall provide services at the Contractor's facility and/or at the ordering activity location, as agreed to by the Contractor and the ordering activity.

2. PERFORMANCE INCENTIVES

- 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 in accordance with this clause.
- b. The ordering activity must establish a maximum performance incentive price for these services and/or total solutions on individual orders or Blanket Purchase Agreements.
- c. Incentives should be designed to relate results achieved by the contractor to specified targets. To the maximum extent practicable, ordering activities shall consider establishing incentives where performance is critical to the ordering activity's mission and incentives are likely to motivate the contractor. Incentives shall be based on objectively measurable tasks.

3. ORDER

- a. Agencies may use written orders, EDI orders, blanket purchase agreements, individual purchase orders, or task orders for ordering services under this contract. Blanket Purchase Agreements shall not extend beyond the end of the contract period; all services and delivery shall be made and the contract terms and conditions shall continue in effect until the completion of the order. Orders for tasks which extend beyond the fiscal year for which funds are available shall include FAR 52.232-19 (Deviation – May 2003) Availability of Funds for the Next Fiscal Year. The purchase order shall specify the availability of funds and the period for which funds are available.
- b. All task orders are subject to the terms and conditions of the contract. In the event of conflict between a task order and the contract, the contract will take precedence.

4. PERFORMANCE OF SERVICES

- a. The Contractor shall commence performance of services on the date agreed to by the Contractor and the ordering activity.
- b. The Contractor agrees to render services only during normal working hours, unless otherwise agreed to by the Contractor and the ordering activity.

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

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

5. STOP-WORK ORDER (FAR 52.242-15) (AUG 1989)

(a) The Contracting Officer may, at any time, by written order to the Contractor, require the Contractor to stop all, or any part, of the work called for by this contract for a period of 90 days after the order is delivered to the Contractor, and for any further period to which the parties may agree. The order shall be specifically identified as a stop-work order issued under this clause. Upon receipt of the order, the Contractor shall immediately comply with its terms and take all reasonable steps to minimize the incurrence of costs allocable to the work covered by the order during the period of work stoppage. Within a period of 90 days after a stop-work is delivered to the Contractor, or within any extension of that period to which the parties shall have agreed, the Contracting Officer shall either-

(1) Cancel the stop-work order; or

(2) Terminate the work covered by the order as provided in the Default, or the Termination for Convenience of the Government, clause of this contract.

(b) If a stop-work order issued under this clause is canceled or the period of the order or any extension thereof expires, the Contractor shall resume work. The Contracting Officer shall make an equitable adjustment in the delivery schedule or contract price, or both, and the contract shall be modified, in writing, accordingly, if-

(1) The stop-work order results in an increase in the time required for, or in the Contractor's cost properly allocable to, the performance of any part of this contract; and

(2) The Contractor asserts its right to the adjustment within 30 days after the end of the period of work stoppage; provided, that, if the Contracting Officer decides the facts justify the action, the Contracting Officer may receive and act upon the claim submitted at any time before final payment under this contract.

(c) If a stop-work order is not canceled and the work covered by the order is terminated for the convenience of the Government, the Contracting Officer shall allow reasonable costs resulting from the stop-work order in arriving at the termination settlement.

(d) If a stop-work order is not canceled and the work covered by the order is terminated for default, the Contracting Officer shall allow, by equitable adjustment or otherwise, reasonable costs resulting from the stop-work order.

6. INSPECTION OF SERVICES

The Inspection of Services–Fixed Price (AUG 1996) (Deviation – May 2003) 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) (Deviation – May 2003) clause at FAR 52.246-6 applies to time-and-materials and labor-hour 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 (Deviation – May 2003) 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 Services.

9. INDEPENDENT CONTRACTOR

All IT 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 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 52.232-7 (DEC 2002), (Alternate II – Feb 2002) (Deviation – May 2003) 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 52.232-7 (DEC 2002), (Alternate II – Feb 2002) (Deviation – May 2003)) applies to labor-hour orders placed under this contract. 52.216-31(Feb 2007) Time-and-Materials/Labor-Hour Proposal Requirements—Commercial Item Acquisition As prescribed in 16.601(e)(3), insert the following provision:

(a) The Government contemplates award of a Time-and-Materials or Labor-Hour type of contract resulting from this solicitation.

(b) The offeror must specify fixed hourly rates in its offer that include wages, overhead, general and administrative expenses, and profit. The offeror must specify whether the fixed hourly rate for each labor category applies to labor performed by—

- (1) The offeror;
- (2) Subcontractors; and/or
- (3) Divisions, subsidiaries, or affiliates of the offeror under a common control.

13. RESUMES

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

14. INCIDENTAL SUPPORT COSTS

Incidental support costs are available outside the scope of this contract. The costs will be negotiated separately with the ordering activity in accordance with the guidelines set forth in the FAR.

15. APPROVAL OF SUBCONTRACTS

The ordering activity may require that the Contractor receive, from the ordering activity's Contracting Officer, written consent before placing any subcontract for furnishing any of the work called for in a task order.

The ordering activity may require that the Contractor receive, from the ordering activity's Contracting Officer, written consent before placing any subcontract for furnishing any of the work called for in a task order.

16. DESCRIPTION OF IT SERVICES AND PRICING

SR. ANALYST

GENERAL EXPERIENCE: Three years of experience in ADP system analysis and programming and utilizing major concepts of application programming on large-scale database management systems. Experience with the development of block diagrams and logic flow charts.

FUNCTIONAL RESPONSIBILITIES: Under general supervision of the Senior Software Engineer, develops and/or maintains operating systems communications software, database packages, compilers, assemblers, and utility programs. Modifies existing and creates special purpose software and ensure systems efficiency and integrity. Analyzes systems requirements and design specifications. Develops block diagrams and logic flow charts. Translates detailed design into computer software. Tests, debugs, and refines the computer software to produce the required product. Prepares required documentation, including project plans, software program and user documentation. Enhances software to reduce operating time or improve efficiency. Provides technical direction to less experienced programmers.

MINIMUM EDUCATION: Bachelor's degree.

PROJECT DIRECTOR

GENERAL EXPERIENCE: Ten years of experience in complete IT engineering project development from inception to deployment, with a demonstrated ability to provide guidance and direction in IT engineering tasks of a technical nature. The Program Director shall also have demonstrated capability in the overall management of multi-task contracts of this type and/or Complexity, including but not limited to Sharepoint, CRM, IA.

FUNCTIONAL RESPONSIBILITIES: Interfaces with government management personnel, contract managers, and customer agency representatives. Responsible for formulating and enforcing work standards, assigning contractor schedules, reviewing work quality, communicating policies, purposes, and goals of the organization to subordinates.

MINIMUM EDUCATION: Bachelor's degree.

TECHNICIAN

GENERAL EXPERIENCE: One to three years demonstrated performance or internship in related technology. Experienced in topic such networks, integration and systems design and implementation.

FUNCTIONAL RESPONSIBILITIES: Works to support the Microsoft Project manager to ensure development, analysis or deployment remains on schedule and in line with the current capabilities and future directions of Microsoft products. Technician (Project Support). Designs and writes code as required for selected customer systems; Directly involved in the hands-on implementation of customer systems. Provide Technical Writing and Documentation support.

MINIMUM EDUCATION: Bachelor's degree.

SUBJECT MATTER EXPERT –INTERMEDIATE

GENERAL EXPERIENCE: (3) Three years related experience in technical and specialization applications and skilled in engineering large, complex projects.

FUNCTIONAL RESPONSIBILITIES: Provides technical knowledge and skill in using specialized computer applications.

Experienced in the computer operational environment and using high-level functional systems analysis, design, integration, documentation, and implementation on complex problems which require in-depth knowledge of the subject matter. Applies principles, methods and knowledge of the functional area and in the process uses advanced mathematical principles and methods to arrive at practical, innovative solutions.

MINIMUM EDUCATION: Bachelor's Degree.

INFORMATION ASSURANCE –INTERMEDIATE

GENERAL EXPERIENCE: (3) Three of demonstrated performance in computer information security or information assurance. Must have experience in security administration and policy development.

FUNCTIONAL RESPONSIBILITIES: Responsible for establishing information security/assurance requirements for all applications, systems, and networks based upon the analysis of user, policy, regulatory, and resource demands. Coordinates with the customer organization to establish and define programs, resources, and risks. Provides guidance and direction to other professionals, acts in a consulting and/or advisory capacity, coordinates resolution of highly complex problems and tasks.

MINIMUM EDUCATION: Bachelor's Degree.

INFORMATION ASSURANCE –JOURNEYMAN

GENERAL EXPERIENCE: (1) One year of related experience in information assurance or related information security.

FUNCTIONAL RESPONSIBILITIES: Responsible for identifying, developing, and tracking system- wide information security solutions. This individual will perform functions such as requirements analysis, verification, and validation testing based upon the analysis of user, policy, regulatory, and resource demands.

MINIMUM EDUCATION: Bachelor's Degree.

TECHNICIAN III

GENERAL EXPERIENCE: (5) Five plus years demonstrated performance in related technology. Experienced in topic such complex networks, cross- platform integration and large-scale, complex systems design and implementation. This individual will have been trained in product futures, and relevant Certified Training associated with Microsoft's products.

FUNCTIONAL RESPONSIBILITIES: Works to support the Microsoft Project manager to ensure development, analysis or deployment remains on schedule and in line with the current capabilities and future directions of Microsoft products.

MINIMUM EDUCATION:Bachelor's Degree.

TECHNICIAN II

GENERAL EXPERIENCE: (3) Three years demonstrated performance in related technology. Experienced in topic such complex networks, cross- platform integration and large-scale, complex systems design and implementation. This individual will have been trained in product futures, and relevant Certified Training associated with Microsoft's products.

FUNCTIONAL RESPONSIBILITIES: Works to support the Microsoft Project manager to ensure development, analysis or deployment remains on schedule and in line with the current capabilities and future directions of Microsoft products. Technician II (Project Support). Assists in delivering technical presentations to customer staff. Designs and write code as required for selected customer systems. Develops documentation on selected customer systems and objectives. Directly involved in the hands-on implementation of customer systems. Works with MCS & customer staff personnel to support technical strategy and control objectives.

MINIMUM EDUCATION: Bachelor's Degree.

TECHNICIAN I

GENERAL EXPERIENCE: (1) One years demonstrated performance or internship in related technology. Experienced in topic such complex networks, cross- platform integration and large-scale, complex systems design and implementation. This individual will have been trained in product futures, and relevant Certified Training associated with Microsoft's products.

FUNCTIONAL RESPONSIBILITIES: Works to support the Microsoft Project manager to ensure development, analysis or deployment remains on schedule and in line with the current capabilities and future directions of Microsoft products.

MINIMUM EDUCATION: Bachelor's Degree.

Labor Category	GSA Rates (Off-Site Rates - Ordering Activity)
Sr. Analyst	\$95.72
Project Director	\$125.00
Technician	\$134.76
Subject Matter Expert – Intermediate	\$202.92
Information Assurance – Intermediate	\$172.29
Information Assurance – Journeyman	\$143.58
Technician III	\$258.44
Technician II	\$191.44
Technician I	\$172.29