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

Special Item No. 132-51 Information Technology Professional Services

FPDS Code D302	IT Systems Development Services
FPDS Code D306	IT Systems Analysis Services
FPDS Code D307	Automated Information Systems Design and Integration Services
FPDS Code D308	Programming Services
FPDS Code D316	IT Network Management Services
FPDS Code D399	Other Information Technology Services, Not Elsewhere Classified

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

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

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

SONEX Enterprises, Inc.
9990 Lee Highway, Suite 500
Fairfax, VA 22030
703-691-8122
www.sonexent.com

Contract Number:	**GS35F0770J**
Period Covered by Contract:	**9-24-09 through 9/23/14**

General Services Administration
Federal Supply Service

Pricelist current through Modification PS-0013 dated June 6, 2012.

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

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INFORMATION FOR ORDERING ACTIVITIES
APPLICABLE TO ALL SPECIAL ITEM NUMBERS

SPECIAL NOTICE TO AGENCIES: Small Business Participation

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

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

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

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

1.   Geographic Scope of Contract:

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.

Offerors are requested to check one of the following boxes:

    [ ]   The Geographic Scope of Contract will be domestic and overseas delivery.
    [ ]   The Geographic Scope of Contract will be overseas delivery only.
    [**X**]   The Geographic Scope of Contract will be domestic delivery only.

2.   SONEX Enterprises, Inc.'s Ordering Address and Payment Information:

SONEX Enterprises, Inc.
9990 Lee Highway, Suite 500
Fairfax, VA 22030

Contractor must accept the credit card for payments equal to or less than the micro-purchase for oral or written orders under this contract. The Contractor and the ordering agency will agree to use the credit card for dollar amounts over the micro-purchase threshold (See GSAR 552.232-79 Payment by Credit Card). 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:

703-691-8122

3. LIABILITY FOR INJURY OR DAMAGE

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

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

Block 9: G. Order/Modification Under Federal Schedule
Block 16: Data Universal Numbering System (DUNS)Number: **077361657**
Block 30: Type of Contractor - **B.   Other Small Business**
Block 31: Woman-Owned Small Business - **No**
Block 37: Contractor's Taxpayer Identification Number: **54-1293063**
Block 40: Veteran Owned Small Business (VOSB): **No**

4a.   CAGE Code: **1FB40**
4b.   Contractor **has** registered with the Central Contractor Registration Database.

5. FOB Destination

6. DELIVERY SCHEDULE

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

SPECIAL ITEM NUMBER	DELIVERY TIME (Days ARO)
132-51	**30 Days ARO***

*Or by mutual agreement between ordering agency and SONEX

b.   URGENT REQUIREMENTS: When the Federal Supply Schedule contract delivery period does no
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 activity, 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: _**0**_% - ___ days from receipt of invoice or date of
          acceptance, whichever is later.
   b.   Quantity**: None**
   c.   Dollar Volume**: None**
   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:

   Not applicable

10.   Small Requirements: The minimum dollar value of orders to be issued is $**50**.

11.   Maximum Order: (All dollar amounts are exclusive of any discount for prompt
payment.)

   Special Item Number 132-51 - Information Technology (IT) Professional Services

The maximum order for IT Professional services will be $500,000.

**12.   ORDERING PROCEDURES FOR FEDERAL SUPPLY SCHEDULE
CONTRACTS**

Ordering activities shall use the ordering procedures of Federal Acquisition Regulation
(FAR) 8.405 when placing an order or establishing a BPA for supplies or services. These
procedures apply to all schedules.

a.   FAR 8.405-1 Ordering procedures for supplies, and services not requiring a
statement of work.

b.   FAR 8.405-2 Ordering procedures for services requiring a statement of work.

13.   FEDERAL INFORMATION ECHNOLOGY/TELECOMMUNICATION STANDARDS REQUIREMENTS: Ordering activities acquiring products from this Schedule must comply with the provisions of the Federal Standards Program, as appropriate (reference: NIST Federal Standards Index). Inquiries to determine whether or not specific products listed herein comply with Federal Information Processing Standards (FIPS) or Federal Telecommunication Standards (FED-STDS), which are cited by ordering activities, shall be responded to promptly by the Contractor.

13.1   FEDERAL INFORMATION PROCESSING STANDARDS PUBLICATIONS (FIPS PUBS): Information Technology products under this Schedule that do not conform to Federal Information Processing Standards (FIPS) should not be acquired unless a waiver has been granted in accordance with the applicable "FIPS Publication." Federal Information Processing Standards Publications (FIPS PUBS) are issued by the U.S. Department of Commerce, National Institute of Standards and Technology (NIST), pursuant to National Security Act. Information concerning their availability and applicability should be obtained from the National Technical Information Service (NTIS), 5285 Port Royal Road, Springfield, Virginia 22161. FIPS PUBS include voluntary standards when these are adopted for Federal use. Individual orders for FIPS PUBS should be referred to the NTIS Sales Office, and orders for subscription service should be referred to the NTIS Subscription Officer, both at the above address, or telephone number (703) 487-4650.

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

14.   CONTRACTOR TASKS / SPECIAL REQUIREMENTS (C-FSS-370) (NOV 2003)

(a) Security Clearances: The Contractor may be required to obtain/possess varying levels of security clearances in the performance of orders issued under this contract. All costs associated with obtaining/possessing such security clearances should be factored into the price offered under the Multiple Award Schedule.

(b) Travel: The Contractor may be required to travel in performance of orders issued under this contract. Allowable travel and per diem charges are governed by Pub .L. 99-234 and FAR Part 31, and are reimbursable by the ordering agency or can be

priced as a fixed price item on orders placed under the Multiple Award Schedule. The Industrial Funding Fee does NOT apply to travel and per diem charges.

(c) Certifications, Licenses and Accreditations: As a commercial practice, the Contractor may be required to obtain/possess any variety of certifications, licenses and accreditations for specific FSC/service code classifications offered. All costs associated with obtaining/ possessing such certifications, licenses and accreditations should be factored into the price offered under the Multiple Award Schedule program.

(d) Insurance: As a commercial practice, the Contractor may be required to obtain/possess insurance coverage for specific FSC/service code classifications offered. All costs associated with obtaining/possessing such insurance should be factored into the price offered under the Multiple Award Schedule program.

(e) Personnel: The Contractor may be required to provide key personnel, resumes or skill category descriptions in the performance of orders issued under this contract. Ordering activities may require agency approval of additions or replacements to key personnel.

(f) Organizational Conflicts of Interest: Where there may be an organizational conflict of interest as determined by the ordering agency, the Contractor's participation in such order may be restricted in accordance with FAR Part 9.5.

(g) Documentation/Standards: The Contractor may be requested to provide products or services in accordance with rules, regulations, OMB orders, standards and documentation as specified by the agency's order.

(h) Data/Deliverable Requirements: Any required data/deliverables at the ordering level will be as specified or negotiated in the agency's order.

(i) Government-Furnished Property: As specified by the agency's order, the Government may provide property, equipment, materials or resources as necessary.

(j) Availability of Funds: Many Government agencies' operating funds are appropriated for a specific fiscal year. Funds may not be presently available for any orders placed under the contract or any option year. The Government's obligation on orders placed under this contract is contingent upon the availability of appropriated funds from which payment for ordering purposes can be made. No legal liability on the part of the Government for any payment may arise until funds are available to the ordering Contracting Officer.

(k) Overtime: For professional services, the labor rates in the Schedule should not vary by virtue of the Contractor having worked overtime. For services applicable to the Service Contract Act (as identified in the Schedule), the labor rates in the Schedule will vary as governed by labor laws (usually assessed a time and a half of the labor rate).

15.   CONTRACT ADMINISTRATION FOR ORDERING ACTIVITIES: Any ordering activity, 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 ordering activity's convenience, and (m) Termination for Cause (See 52.212-4)

16.   GSA *Advantage*!

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

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

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

17.   PURCHASE OF OPEN MARKET ITEMS

NOTE: Open Market Items are also known as incidental items, noncontract items, non-Schedule items, and items not on a Federal Supply Schedule contract. ODCs (Other Direct Costs) are not part of this contract and should be treated as open market purchases. Ordering Activities procuring open market items must follow FAR 8.402(f).

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

> (1)   All applicable acquisition regulations pertaining to the purchase of the items not on the Federal Supply Schedule have been followed (e.g., publicizing (Part 5), competition requirements (Part 6), acquisition of commercial items (Part 12), contracting methods (Parts 13, 14, and 15), and small business programs (Part 19));

> (2)   The ordering activity contracting officer has determined the price for the items not on the Federal Supply Schedule is fair and reasonable;

> (3)   The items are clearly labeled on the order as items not on the Federal Supply Schedule; and

> (4)   All clauses applicable to items not on the Federal Supply Schedule are included in the order.

18.   CONTRACTOR COMMITMENTS, WARRANTIES AND REPRESENTATIONS

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

(1)	Time of delivery/installation quotations for individual orders;

(2)	Technical representations and/or warranties of products concerning performance, total system performance and/or configuration, physical, design and/or functional characteristics and capabilities of a product/equipment/ service/software package submitted in response to requirements which result in orders under this schedule contract.

(3)	Any representations and/or warranties concerning the products made in any literature, description, drawings and/or specifications furnished by SONEX Enterprises, Inc..

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

## 19.	OVERSEAS ACTIVITIES

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

None

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

## 20.	BLANKET PURCHASE AGREEMENTS (BPAs)

The use of BPAs under any schedule contract to fill repetitive needs for supplies or services is allowable. BPAs may be established with one or more schedule contractors. The number of BPAs to be established is within the discretion of the ordering activity establishing the BPA and should be based on a strategy that is expected to maximize the effectiveness of the BPA(s). Ordering activities shall follow FAR 8.405-3 when creating and implementing BPA(s).

## 21.	CONTRACTOR TEAM ARRANGEMENTS

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

22. INSTALLATION, DEINSTALLATION, REINSTALLATION

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

The ordering activity issuing the task order against this contract will be responsible for proper administration and enforcement of the Federal labor standards covered by the Davis-Bacon Act. The proper Davis-Bacon wage determination will be issued by the ordering activity at the time a request for quotations is made for applicable construction classified installation, deinstallation, and reinstallation services under SIN 132-8 or 132-9.

23. SECTION 508 COMPLIANCE.

I certify that in accordance with 508 of the Rehabilitation Act of 1973, as amended (29 U.S.C. 794d), FAR 39.2, and the Architectural and Transportation Barriers Compliance Board Electronic and Information Technology (EIT) Accessibility Standards (36 CFR 1194) General Services Administration (GSA), that all IT hardware/software/services are 508 compliant:

Yes _____

No __X___

The offeror is required to submit with its offer a designated area on its website that outlines the Voluntary Product Accessibility Template (VPAT) or equivalent qualification, which ultimately becomes the Government Product Accessibility Template (GPAT). Section 508 compliance information on the supplies and services in this contract are available at the following website address (URL): www.sonexent.com

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

24. PRIME CONTRACTOR ORDERING FROM FEDERAL SUPPLY SCHEDULES.

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

(a)   A copy of the authorization from the ordering activity with whom the contractor has the prime contract (unless a copy was previously furnished to the Federal Supply Schedule contractor); and

(b)   The following statement:

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

25.   INSURANCE—WORK ON A GOVERNMENT INSTALLATION (JAN 1997)(FAR 52.228-5)

(a)   The Contractor shall, at its own expense, provide and maintain during the entire performance of this contract, at least the kinds and minimum amounts of insurance required in the Schedule or elsewhere in the contract.
(b)   Before commencing work under this contract, the Contractor shall notify the Contracting Officer in writing that the required insurance has been obtained. The policies evidencing required insurance shall contain an endorsement to the effect that any cancellation or any material change adversely affecting the Government's interest shall not be effective—
        (1)   For such period as the laws of the State in which this contract is to be performed prescribe; or
        (2)   Until 30 days after the insurer or the Contractor gives written notice to the Contracting Officer, whichever period is longer.
(c)   The Contractor shall insert the substance of this clause, including this paragraph (c), in subcontracts under this contract that require work on a Government installation and shall require subcontractors to provide and maintain the insurance required in the Schedule or elsewhere in the contract. The Contractor shall maintain a copy of all subcontractors' proofs of required insurance, and shall make copies available to the Contracting Officer upon request.

26.   SOFTWARE INTEROPERABILITY.

Offerors are encouraged to identify within their software items any component interfaces that support open standard interoperability. An item's interface may be identified as interoperable on the basis of participation in a Government agency-sponsored program or in an independent organization program. Interfaces may be identified by reference to an interface registered in the component registry located at http://www.core.gov.

27.   ADVANCE PAYMENTS

A payment under this contract to provide a service or deliver an article for the United States Government may not be more than the value of the service already provided or the

article already delivered. Advance or pre-payment is not authorized or allowed under this contract. (31 U.S.C. 3324)

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

****NOTE: All non-professional labor categories must be incidental to, and used
solely to support professional services, and cannot be purchased separately.**

1.   SCOPE

a.   The prices, terms and conditions stated under Special Item Number 132-
51 Information Technology Professional Services apply exclusively to IT Services within
the scope of this Information Technology Schedule.

b.   SONEX Enterprises, Inc. shall provide services at SONEX Enterprises,
Inc.'s facility and/or at the Government location, as agreed to by SONEX Enterprises,
Inc. and the ordering office.

2.   PERFORMANCE INCENTIVES I-FSS-60 Performance Incentives (April 2000)

a.   Performance incentives may be agreed upon between the Contractor and the
ordering activity on individual fixed price orders or Blanket Purchase Agreements under
this contract.

b.   The ordering activity must establish a maximum performance incentive price for
these services and/or total solutions on individual orders or Blanket Purchase
Agreements.

c.   Incentives should be designed to relate results achieved by the contractor to
specified targets. To the maximum extent practicable, ordering activities shall consider
establishing incentives where performance is critical to the ordering activity's mission
and incentives are likely to motivate the contractor. Incentives shall be based on
objectively measurable tasks.

3.   ORDER

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

b.   All task orders are subject to the terms and conditions of the contract. In the
event of conflict between a task order and the contract, the contract will take precedence.

4.   PERFORMANCE OF SERVICES

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

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

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

d.   Any Contractor travel required in the performance of IT/IAM 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 SONEX ENTERPRISES, INC.

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 – 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 Services.

9.   INDEPENDENT CONTRACTOR

All IT Services performed by SONEX Enterprises, Inc. under the terms of this contract shall be as an independent Contractor, and not as an agent or employee of the Government.

10.   ORGANIZATIONAL CONFLICTS OF INTEREST

a.   Definitions.

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

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

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 SONEX Enterprises, Inc. and its affiliates, may either (i) result in an unfair competitive advantage to SONEX Enterprises, Inc. or its affiliates or (ii) impair SONEX Enterprises, Inc.'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 SONEX Enterprises, Inc.s, 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

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

12.   PAYMENTS

For firm-fixed price orders the 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 agency upon request.

14.   INCIDENTAL SUPPORT COSTS

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

15.   APPROVAL OF SUBCONTRACTS

The ordering activity may require that SONEX Enterprises, Inc. 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

Job Title: PROGRAM MANAGER, PM01

Minimum/General Experience: A BS in Computer technology, Engineering, Business or other related scientific or technical discipline. Has twelve (12) years of progressive experience in a combination of software development or integration and computer/communications and/or related support activities.   Five (5) years of specific experience in managing the overall program functions of a modern medium or large-scale program from inception to deployment. Plans, organizes and controls the overall activities of major programs, to include project management, technical work, quality assurance, configuration management, scheduling and cost accounting across multiple tasks. The individual must be capable of addressing complex problems by applying analytical skills to develop alternative solutions on a timely basis. Must possess a working knowledge of current information systems and telecommunications technologies, the application of CASE tools and life cycle processes. This individual must have demonstrated ability to provide guidance and direction in the tasks similar to the specific program, proven expertise in the management and control of funds and resources, demonstrated capability in managing multi-task contracts, and an ability to communicate effectively both verbally and in writing. General experience includes increasing responsibilities in software/system design and management.

Functional Responsibilities: Responsible for formulating and enforcing work standards, assigning schedules, review of work discrepancies, supervising contractor personnel and communicating policies, purposes, and goals of the organization to subordinates. Shall be responsible for the overall program performance. Meets with customer and contractor personnel to formulate and review task plans and deliverable items. Ensures conformance with task schedules and costs.

Minimum Education: Possesses a bachelor's or master's degree in computer sciences, information systems, business administration or other related technical or scientific discipline.

Job Title: PROJECT MANAGER, PM02

Minimum/General Experience: : A BS in Computer technology, Engineering, Business or other related scientific or technical discipline. Has eight (8) experience in related technical and management discipline, of which 4 must be specific to the particular project area. Specialized experience must be demonstrated in areas that include: expertise in the management of complete technology project development from inception through deployment and maintenance; ability to provide guidance and direction in the tasks similar to the representative scenarios expected for the particular project; proven expertise in the management and control of funds, schedules and resources; and, demonstrated capability in managing projects that are similar in scope, complexity and size. Must posses the ability to communicated effectively both verbally and in writing.

Functional Responsibilities: Serves as project manager for large, complex tasks or a group of tasks orders affecting the same common effort. Acts at the Program Manager on smaller programs or in the absence of Program Manager of larger programs, interfacing with authorized customer technical representative and management officials. Responsible for the overall management of the specific tasks order(s) and insuring that the technical solutions and schedules in the task order are implemented in a timely manner.

Minimum Education: Possesses a bachelor's degree in computer science, information systems, engineering, or other related technical or scientific discipline.

Job Title: TASK MANAGER, PM03

Minimum/General Experience: A BS in Computer technology, Engineering, Business or other related scientific or technical discipline. Has six (6) years experience in related technical and management discipline, of which 2 must be specific to the particular project areas. Specialized experience includes: technology project development from inception to deployment and maintenance, demonstrated ability to provide guidance and direction in tasks similar to the scenarios expected for the particular task, proven expertise in the management of resources, demonstrated capability in managing similar tasks.

Functional Responsibilities: Works under general supervision of the overall Program or Project Mananger(s). Is responsible for the management of a specific task. Is fully knowledgeable of all aspects of the technical areas involved in the assigned task. Performs studies, analyses, and tests on tasks which involve conventional plans, investigations, analyses, etc. Receives overall instructions on specific assignment objectives, features, possible solutions, etc. Knowledgeable in the formulation and execution of plans and schedules, performance measurements as related to progress status

and reporting. Assistance is furnished on unusual problems and work is reviewed for application of sound professional judgment.

Minimum Education: Possesses a bachelor's degree in computer science or other related technical or scientific discipline.

Job Title: PRINCIPAL COMPUTER SCIENTIST, CS01

Minimum/General Experience: Has twelve (12) years progressive experience in system design and development. Has extensive experience at translating user specifications into hardware, software, and communication requirements. Has recent experience with object-oriented design paradigms, fourth-generation languages, CASE tools, networking, and security architectures. Will have demonstrated creativity, foresight, and mature judgment in anticipating and solving unprecedented software engineering problems

Functional Responsibilities: Makes decisions and recommendations that are recognized as authoritative and with an important impact on the company's software engineering activities. Plans, designs, develops, and implements client/server systems. Conducts assessments, evaluations and audits to identify technical issues and assists in their resolution. Initiates and maintains extensive contacts with key software personnel and other organizations, requiring skill in persuasion and negotiation of critical software issues..

Minimum Education: Possesses a bachelor's degree in computer science, information systems, engineering, mathematics or other related technical or scientific discipline.

Job Title: SENIOR COMPUTER SYSTEMS ANALYST/PROGRAMMER, CS02

Minimum/General Experience: A BS in Computer Science, Information Systems, Engineering, or other scientific or technical discipline. Has eight (8) years progressive experience in system design and development and in a variety of ADP environments, of which 3 must be related to the specific task. Specialized experience includes: analysis and design or programming of applications similar to the related task, database management, use of programming languages such as C, C++, JAVA, Ada95, COBOL, 4GL, and/or DBMS. Demonstrated ability to formulate specifications for computer programmers to use in coding, testing, and debugging of computer programs. General experience includes increasing responsibilities in assignments of a technical nature. Proven ability to work independently or under only general direction on complex application problems involving all phases of systems system life cycle is required. Possesses a broad knowledge of data sources and flow, interactions of existing complex systems, and the capabilities and limitations of the system's software and computer equipment.

Functional Responsibilities: Provides expert computer systems analysis and design in a specialized and highly complex design area. Applies new technology to resolve unique or unyielding problems in existing complex systems. Establishes the framework of new computer systems from feasibility studies to post-implementation evaluation. Also, in a supervisory capacity, plans, develops, coordinates and directs large and important programming projects. Supervises the work of a small staff; manages schedules and technically evaluates staff production. Defines complex scientific computational problems and develops computer programs for their solution. Performs simulations as required to determine effects of variations in computer equipment and software. Typically develops techniques and procedures where few precedents exist. Develops original solutions to new and unique problems.

Minimum Education: Possesses a bachelor's degree in computer science, information systems, engineering, mathematics or other related technical or scientific discipline.

Job Title: COMPUTER SYSTEMS ANALYST/PROGRAMMER, CS03

Minimum/General Experience: Has six (6) years progressive experience in computer systems analysis design and development and in a variety of ADP environments, of which 2 must be related to the specific task. Specialized experience includes: analysis and design or programming of applications similar to the related task, database management, use of programming languages such as C, C++, JAVA, Ada95, COBOL, 4GL, and/or DBMS. Demonstrated ability to formulate specifications for computer programmers to use in coding, testing, and debugging of computer programs. General experience includes increasing responsibilities in assignments of a technical nature. Proven ability to work independently or under only general direction on complex application problems involving all phases of systems system life cycle is required. Possesses a broad knowledge of data sources and flow, interactions of existing complex systems, and the capabilities and limitations of the system's software and computer equipment.

Functional Responsibilities: Applies systems analysis and design techniques to complex computer systems in a broad area. Guides users in formulating requirements. Advises on alternatives and on the implications of new or revised computer systems. Analyzes user project proposals to identify omissions and errors in requirements, conducts feasibility studies, recommends optimum approach, and develops system designs. Is responsible for recognizing probable conflicts and integrating diverse data elements and sources. Recommends redesign of programs, investigates and analyzes feasibility and program requirements. Plans full range of programming activities to produce different but interrelated products from numerous, diverse data elements normally from different sources. Solves difficult programming problems. Tests, documents and writes operating instructions for all programming products produced May also guide and instruct lower level programmers and assist team/task leaders.

Minimum Education: A bachelor's degree in computer science, information systems, engineering, mathematics, or other related technical or scientific discipline.

Job Title: JUNIOR COMPUTER SYSTEMS ANALYST/PROGRAMMER, CS04

Minimum/General Experience: Has four (4) years progressive experience in systems analysis design and development and in a variety of ADP environments. Experience must include: analysis and design or programming of applications similar to the related task, database management, use of programming languages such as C, C++, JAVA, Ada95, COBOL, 4GL, and/or DBMS. Demonstrated ability to support programming, testing, and debugging of computer programs.

Functional Responsibilities: Determines and resolves system problems and coordinates the work with program users. Orients user personnel on new or changed procedures. Works under specific objectives, bringing to the attention of the supervisor any unusual problems or controversies. Also, as a fully qualified programmer, applies standard programming procedures and detailed knowledge to a program task. Works according to

complete statements of requirements with minimal supervision. Produces programs which are typically linked to several other programs in the output of one becomes the input for another. Performs duties such as developing, modifying and maintaining assigned programs; designs and implements modifications to files and records within programs; responds to problems by diagnosing and correcting errors in logic and coding.

Minimum Education: Possesses a bachelor's degree in computer science, information systems, engineering, mathematics, or other related technical or scientific discipline.

Job Title: SENIOR BUSINESS PROCESS ENGINEER, BP01

Minimum/General Experience: Has ten (10) years progressive experience in general business management with one (1) year of experience with strategic planning or enterprise architecture planning. Requires a Bachelor's Degree in Computer Science, Information Systems, Engineering, Business, Education, Management Sciences, Psychology, Human Resources Development/Management, or other related scientific or technical discipline. Experience may include: facilitation, training, methodology development and evaluation, process reengineering across all phases, identifying best practices, change management, business management techniques, organizational development, activity and data modeling, or information system development methods and practices and supervision of Business Process Engineering personnel.

Functional Responsibilities: Plans and conducts Enterprise Architecture Planning and Business Process Re-engineering Activities to include development of activity/process models and data models required to analyze "As-Is" and "To-Be" states of the enterprise. Uses models to run simulations to study impacts of changes on the enterprise and assess potential gains from improvements. Documents core processes currently in use within the business. Analyzes process objectives and the activities within the processes for redundancy, consistency, and value-added. Identifies opportunities for automation, workflow, and/or integration that support the business's mission and goals. Provides Enterprise Architecture Planning support to include development of operational, technical, and information systems architectures. Defines data requirements of applicable business units. Develops physical data base schema or architectures that allow data sharing across applications.

Minimum Education: Possesses a bachelor's or master's degree in business management, engineering, or other related technical or scientific discipline.

Job Title: PRINCIPAL SYSTEMS ENGINEER, SE01

Minimum/General Experience: Has twelve(12) years progressive experience with systems engineering programs.

Functional Responsibilities: Provides technical, managerial, and administrative direction for problem definition, analysis, requirements development and implementation

for complex to extremely complex system in the subject mater area. Subject matter area includes Information System Architecture, Networking, Telecommunications, Automation, Communications Protocols, Risk Management/Electronic Analysis, Software, Life-Cycle Management, Software Development Methodologies, Modeling and Simulation, Graphic Processing, and Data Warehousing, Individual uses the results of systems analysis to design architectures that include the software, hardware, and communications component required to support specific system requirements. Designs must not only meet present requirements but they must provide for the integration of future cross-functional requirements and interfaces. Ensures these systems are compatible and in compliance with the standards for open systems architectures as they apply to the implementation and specification of the Information Management solution of the applications platform, across the application program interface (API), and the external environment/software application. Evaluates analytically and systematically problems of work-flows, organization, and planning and develops appropriate corrective action. Provides daily supervision and direction to staff.

Minimum Education: Possesses a bachelor's or master's degree in systems engineering, or other related technical and scientific discipline.

Job Title: SENIOR SYSTEMS ENGINEER, SE02

Minimum/General Experience: Has eight(8) years progressive experience with systems engineering programs. Experience must include: technical involvement as applicable in one or more of the following: exploratory research, design, development, production, testing, performance of theoretical studies, analysis of system design, recommendations to expand performance and enhance design of applicable system.

Functional Responsibilities: Develops and integrates concepts that involve requirements, design, development, production, testing training, and support for all phases of the life-cycle acquisition. Includes all aspects of technical program that involve performance trade-offs, life-cycle cost, risk, producibility, supportability, testability and engineering requirements. Performs reviews of requirements and translates them into technical specifications of equipment, software, facilities, data and personnel. Works with minimal supervision. Provides Technical direction and guidance to lower level technical personnel as may be necessary.

Minimum Education: Possesses a bachelor's degree in systems engineering, or other related technical and scientific discipline.

Job Title: SYSTEMS ENGINEER, SE03

Minimum/General Experience: Has six (6) years of progressive experience with systems engineering programs. Experience must include: technical involvement as applicable in one or more of the following: exploratory research, design, development, production, testing, performance of theoretical studies, analysis of system design, recommendations to expand performance and enhance design of applicable system.

Functional Responsibilities: Develops and integrates concepts that involve requirements, design, development, production, testing training, and support for all phases of the life-cycle acquisition. Includes all aspects of technical program that involve performance trade-offs, life-cycle cost, risk, producibility, supportability, testability and engineering requirements. Performs reviews of requirements and translates them into technical specifications of equipment, software, facilities, data and personnel. Works with minimal supervision. Provides Technical direction and guidance to lower level technical personnel as may be necessary.

Minimum Education: Possesses a bachelor's degree in systems engineering, or other related technical and scientific discipline.

Job Title: JUNIOR SYSTEMS ENGINEER, SE04

Minimum/General Experience: Has four (4) years progressive experience with systems engineering programs. Experience must include: technical involvement as applicable in one or more of the following: exploratory research, design, development, production, testing, performance of theoretical studies, analysis of system design, recommendations to expand performance and enhance design of applicable system.

Functional Responsibilities: Assists in Developing and integrating concepts that involve requirements, design, development, production, testing training, and support for all phases of the life-cycle acquisition. Includes all aspects of technical program that involve performance trade-offs, life-cycle cost, risk, producibility, supportability, testability and engineering requirements. Performs reviews of requirements and translates them into technical specifications of equipment, software, facilities, data and personnel. Works with minimal supervision. Provides Technical direction and guidance to lower level technical personnel as may be necessary.

Minimum Education: Possesses a bachelor's degree in systems engineering or other related technical and scientific discipline.

Job Title: PRINCIPAL COMMUNICATIONS/NETWORK ENGINEER, CE01

Minimum/General Experience: Has twelve (12) years progressive experience performing advanced communications studies, planning, design, development, and modification of voice and/or data network systems. Also has twelve (12) years experience analyzing, resolving, and designing complex network problems.

Functional Responsibilities: Works virtually independent of any direct supervision in performing highly complex network engineering tasks and systems studies in support of clients' needs. Directs and/or participates in highly complex advanced studies and comparisons of costs, efficiency, and reliability of associated technologies. Investigates, interprets, and evaluates highly complex systems requirements, and recommends specific modifications and areas requiring further study. Investigates, analyzes, and compares

existing communications systems or subsystems and makes specific recommendations to increase their scope and improve their performance to meet the clients' requirements and ensure the achievement of assigned technical objectives. Must be capable of monitoring network hardware operations to ensure properly set configuration options. Responsible for design, integration, operations, and management of complex enterprise networks, linking a variety of computing platforms, operating systems, network topologies, and network protocols. Makes recommendations related to the network architecture, evaluation of related hardware and software products, and network problem resolution.

Minimum Education: Possesses a bachelor's or master's degree in computer sciences, information systems, business, engineering, or other related technical or scientific discipline.

Job Title: SENIOR COMMUNICATIONS/NETWORK ENGINEER, CE02

Minimum/General Experience: Has eight (8) years progressive experience performing advanced communications studies, planning, design, development, and modification of voice and/or data network systems. Also has eight (8) years of experience analyzing, resolving, and designing complex network problems.

Functional Responsibilities: Conducts research and investigates new, state-of-the-art technology through studies and market surveys. Substantiates findings through product evaluations and demonstrations. Participates with users and management in determining telecommunications requirements and configurations. Directs and/or participates in highly complex advanced studies involving one or more technologies and a comparison of cost, efficiency, and reliability of the technologies. Performs highly complex network engineering tasks and system studies. Investigates, interprets, and evaluates highly complex system requirements, and recommends specific modifications and/or areas requiring further study. May also, under minimum supervision, monitor network hardware operations to ensure properly set configuration options. Plans implementation of enhancements and upgrades to the network; performs cost/benefit studies of network configurations and recommends enhancements; directs the acquisition, installation, and testing of network hardware; advises network users of hardware requirements, configurations, and limitations; and isolates, resolves, or circumvents network problems.

Minimum Education: Possess a bachelor's degree in computer sciences, information systems, business, engineering, or other related technical or scientific discipline.

Job Title: COMMUNICATIONS/NETWORK ENGINEER/LAN ADMINISTRATOR, CE03

Minimum/General Experience: Has seven (7) years progressive experience performing advanced communications studies, planning, design, development, and

modification of voice and/or data network systems. Also has seven (7) years experience analyzing, resolving, and designing complex network problems.

Functional Responsibilities: Assists in the design, operation, and performance of major telecommunications systems and networks including transmission concepts and technologies, access services, circuit types and costs, networking, and voice and data equipment. Has experience with PC and server operating systems, network products, and protocols. Under close supervision, assists in monitoring network hardware operations to ensure properly set configuration options. Assists in cost/benefit studies of network configurations and recommends enhancements. Assists in coordinating installation activities by interfacing with hardware and software planners, instructs operations personnel on use of new equipment. Coordinates repairs of vendor-owned equipment, maintains contact with vendors during problem restoration, and advises customers and management of restoration status. Under minimum supervision, is responsible for directing the daily operational availability of the hardware and software systems required to support facility operations. Directs and oversees scheduled testing and review of hardware and software to ensure potential problems are identified at the earliest point possible, ensures programming adjustments are implemented as the need is detected. Recommends appropriate corrective actions to correct complex problems, and ensures documentation is prepared for all hardware and/or software adjustments and/or modifications. Directs the preparation of reports and analysis of operations, as required

Minimum Education: Possesses a bachelor's degree in computer sciences, information systems, business, engineering, or other related technical or scientific discipline.

Job Title: JUNIOR COMMUNICATIONS/NETWORK ENGINEER, CE04

Minimum/General Experience: Has four (4) years progressive experience performing advanced communications studies, planning, design, development, and modification of voice and/or data network systems and analyzing, resolving, and designing complex network problems.

Functional Responsibilities: Under direct supervision, assists in analyzing customer's voice, data, and image requirements, and develops cost-effective solutions. Prepares work prints and schematics for the placement, implementation, rearrangement, or removal of voice, data, and video/audio cables and associated hardware, assists in analyzing, selecting, and designing circuit paths, transmission logic, and hardware to connect localized networks; assists in evaluating projected network usage, signaling characteristics, and proposed network media; and recommends media that will ensure transport and receipt of voice, data, and video/audio signaling. Also, under close supervision, assists in monitoring network hardware operations to ensure properly set configuration options. assists in cost/benefit studies of network configurations and recommends enhancements, assists in coordinating installation activities by interfacing with hardware and software planners, instructs operations personnel on use of new equipment, assists in coordinating repairs of vendor-owned equipment, maintains contact

with vendors during problem restoration, and advises customers and management of restoration status.

Minimum Education: Possesses a bachelor's degree in computer sciences, information systems, business engineering, or other related technical or scientific discipline.

Job Title: AUTOMATION/COMMUNICATIONS ASSOCIATE, AC01

Minimum/General Experience: Has two (2) years progressive experience performing advanced communications studies, planning, design, development, and modification of voice and/or data network systems.

Functional Responsibilities: Under direct supervision, assists in analyzing customer's voice, data, and image requirements, and develops cost-effective solutions. Prepares work prints and schematics for the placement, implementation, rearrangement, or removal of voice, data, and video/audio cables and associated hardware. Assists in analyzing, selecting, and designing circuit paths, transmission logic, and hardware to connect localized networks; assists in evaluating projected network usage, signaling characteristics, and proposed network media; and recommends media that will ensure transport and receipt of voice, data, and video/audio signaling.

Minimum Education: Possesses a bachelor's degree in computer sciences, information systems, business engineering, or other related technical or scientific discipline.

Job Title: SUBJECT MATTER EXPERT, SM01

Minimum/General Experience: Has fifteen (15) years of progressive experience relevant to the area to be supported.

Functional Responsibilities: This labor category exists for the use of specialist and/or consultants who will provide expert support in the area(s) specified by the customer, and for short durations of engagement.

Minimum Education: Possesses a master's or Ph.D. degree in computer sciences, information systems, engineering, or other related technical or scientific discipline related to the task to be supported.

Job Title: DATABASE MANAGEMENT SPECIALIST, DM01

Minimum/General Experience: A bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline. Has seven (7) years progressive experience in the area of database management. Past performance must demonstrate experience with DBMS design and system analysis, current operating systems software internals and data manipulation

languages. General experience includes increasing responsibilities in the development and maintenance of data base systems.

Functional Responsibilities: Specifies proper types of files organization, indexing methods, and security procedures. Advises contractor project teams on the design of complex relational, hierarchical, or object data bases (e.g., schema and sub-schema details). Defines specialized aspects of user's data base administrator documentation. Performs detailed comparisons of various data base systems.

Minimum Education: Possesses an bachelor's degree in computer sciences, information systems, engineering, business management or other related technical area.

Job Title: SENIOR TECHNICIAN, ST01

Minimum/General Experience: Has five (5) years of progressive experience in the installation, maintenance and operation of equipment related to area of technical expertise.

Functional Responsibilities: Responds to user help calls referred by the help desk or other managers. Diagnoses end-user equipment. Performs board level maintenance and swap out of component parts for ADPE, including PCs, printers, plotters, NIUs, etc. Performs tests to locate problems using diagnostic software and electronic test equipment. Repairs/replaces broken or non-functional parts that prevent proper operation of mechanical devices. Tests ADPE to validate functionality. Installs/relocates hardware and software at a designated location and assists users with initial operating instructions.

Minimum Education: Possesses a high school or associates degree and/or technical school certification in related area.

Job Title: TECHNICAL WRITER, TW01

Minimum/General Experience: Has at least six (6) years experience performing research and writing functions to prepare briefings, manuals, etc.

Functional Responsibilities: Under general supervision, writes and/or edits technical documents, including business proposals, reports, manuals, briefings and presentations, guidelines, and other project deliverables to meet contract requirements. Reviews and edits documents developed by others to ensure accuracy and quality of contents, organization, language, format consistency, and conformance with established standards. Works with technical staff to develop documentation requirements; develops outlines and drafts for review and approve by technical specialist and project management. Also, ensures that final documents meet applicable contract requirements and regulations. Researches and gathers technical and background information for inclusion in project documentation and deliverables. Consults relevant information sources, including library resources, technical and financial documents, and client and project personnel, to obtain

background information, and verifies pertinent guidelines and regulations governing project deliverables.

Minimum Education: Possesses a bachelor's degree in English or language/writing discipline.

Job Title: DOCUMENTATION SPECIALIST, TW03

Minimum/General Experience: Has three (3) years of experience as a documentation specialist. Experience should include: preparing technical documentation, which is to include researching for applicable Government and industry documentation standards. Must also have experience in technical writing and documentation experience pertaining to all aspects of ADP. Demonstrated experience to work independently or under only general supervision.

Functional Responsibilities: Gathers, analyzes, and composes technical information. Conducts research to ensure the use of proper technical terminology. Translates technical information into clear, readable documents to be used by technical and non-technical personnel. General experience includes technical writing and documentation experience pertaining to all aspects of ADP. Demonstrated ability to work independently or under only general direction. Has specialized experience preparing technical documentation, which includes researching for applicable Government and industry documentation standards.

Minimum Education: Possesses a high school diploma.

Job Title: PROJECT/CONTRACT ADMINISTRATOR, PC01

Minimum/General Experience: Has eight (8) years experience performing routing administrative support such as preparing reports, helping with schedules, preparing plans, typing, etc., and in purchasing subcontract and contract administration.

Functional Responsibilities: Prepares and coordinates schedules to complete proposals, conduct task order reviews, prepare briefings, and ensure contract deliverables. Maintains computer-based files, implements executive commitments, and supervises administrative staff. Provides advice and recommendations to Project/Program Managers concerning all contractual matters on assigned program/projects. Maintains contract administrative files and records.

Minimum Education: Possesses a high school or bachelors degree.

Job Title: DATA ENTRY/CLERK TYPIST, DE01

Minimum/General Experience: Has one (1) years' experience in an office setting, supporting various technical activities.

Functional Responsibilities: Prepares draft and final form technical documents which will become deliverable items. Must be capable of typing at average or above average speed. Must be capable of typing technical narratives and data. Incumbent is responsible for spelling, grammar, and proper format, and for proofreading finished documents. Must be capable of using various word processing equipment.

Minimum Education: Possesses a high school diploma or equivalent.

Job Title: ENTRY LEVEL ANALYST/PROGRAMMER/ENGINEER, EL01

Minimum/General Experience: No experience required, but has received the appropriate training to perform assigned tasks. General familiarity with laboratory and/or development environments is desired. Proficiency in the use of personal computers and customary COTS support software is required.

Functional Responsibilities: Assists more senior analysts/programmers/engineers to whom they are assigned to support in the performance of their assigned tasks. Must demonstrate the ability and aptitude to successfully address problems of progressively increasing complexity.

Minimum Education: Possesses a bachelor's degree in computer sciences, information systems, business administration or other related technical or scientific discipline.

Labor Rates at the Government Site

Title	Labor Category 132-51	2012 GSA Rate W/IFF
SONEX Hourly Rates at the Government Site		
PM01	Program Manager	$130.08
PM02	Project Manager	$116.91
PM03	Task Manager	$96.24
CS01	Principal Computer Scientist	$130.06
CS02	Senior Computer Systems Analyst/Programmer	$115.19
CS03	Computer Systems Analyst/Programmer	$94.77
CS04	Jr. Computer Systems Analyst/Programmer	$83.73
BP01	Senior Business Process Engineer	$126.34
SE01	Principal Systems Engineer	$133.77
SE02	Senior Systems Engineer	$104.26
SE03	Systems Engineer	$93.56
SE04	Junior Systems Engineer	$85.55
AC01	Automation/Communications Associate	$71.94
CE01	Principal Communications/Network Engineer	$130.06
CE02	Sr. Communications/Network Engineer	$101.09
CE03	Communications/Network Eng/LAN Administrator	$97.93
CE04	Jr. Communications/Network Engineer	$82.87
ST01	Sr. Technician	$61.90
SM01	Subject Matter Expert	$141.21
DM01	Database Mgt Specialist	$97.93
TW01	Technical Writer	$65.66
TW03	Document Specialist	$39.28
PC01	Project/Contract Administrator	$69.69
DE01	Data Entry/Clerk	$38.02
EL01	Entry Lvl Analyst/Programmer/Engineer	$58.15

Labor Rates at SONEX Site

Title	Labor Category 132-51	2012 GSA Rate W/IFF
SONEX Hourly Rates at the SONEX Site		
PM01	Program Manager	$155.15
PM02	Project Manager	$139.44
PM03	Task Manager	$114.79
CS01	Principal Computer Scientist	$155.14
CS02	Senior Computer Systems Analyst/Programmer	$137.41
CS03	Computer Systems Analyst/Programmer	$113.06
CS04	Jr. Computer Systems Analyst/Programmer	$99.89
BP01	Senior Business Process Engineer	$150.70
SE01	Principal Systems Engineer	$159.58
SE02	Senior Systems Engineer	$124.36
SE03	Systems Engineer	$111.61
SE04	Junior Systems Engineer	$102.05
AC01	Automation/Communications Associate	$85.82
CE01	Principal Communications/Network Engineer	$155.14
CE02	Sr. Communications/Network Engineer	$120.59
CE03	Communications/Network Eng/LAN Administrator	$116.82
CE04	Jr. Communications/Network Engineer	$98.85
ST01	Sr. Technician	$73.83
SM01	Subject Matter Expert	$168.43
DM01	Database Mgt Specialist	$116.82
TW01	Technical Writer	$78.31
TW03	Document Specialist	$46.86
PC01	Project/Contract Administrator	$83.13
DE01	Data Entry/Clerk	$45.35
EL01	Entry Lvl Analyst/Programmer/Engineer	$69.37

USA COMMITMENT TO PROMOTE
SMALL BUSINESS PARTICIPATION
PROCUREMENT PROGRAMS
PREAMBLE

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

COMMITMENT

To actively seek and partner with small businesses.

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

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

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

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

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

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

We signify our commitment to work in partnership with small, small disadvantaged and women-owned small businesses to promote and increase their participation in Federal Government contracts. To accelerate potential opportunities please contact (Insert Company Point of contact, phone number, e-mail address, fax number).

SUGGESTED Blanket Purchase Agreement (BPA) format

BEST VALUE
BLANKET PURCHASE AGREEMENT
FEDERAL SUPPLY SCHEDULE
(Insert Customer Name)

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

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

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

Signatures

AGENCY	DATE	CONTRACTOR
	DATE	

(CUSTOMER NAME)
BLANKET PURCHASE AGREEMENT

Pursuant to GSA Federal Supply Schedule Contract Number(s)_____, Blanket Purchase Agreements, SONEX Enterprises, Inc. agrees to the following terms of a Blanket Purchase Agreement (BPA) EXCLUSIVELY WITH (Ordering Agency):

(1) The following contract items can be ordered under this BPA. All orders placed against this BPA are subject to the terms and conditions of the contract, except as noted below:

MODEL NUMBER/PART NUMBER DISCOUNT/PRICE	*SPECIAL BPA

(2) Delivery:

DESTINATION	DELIVERY SCHEDULE/DATES

(3) The Government estimates, but does not guarantee, that the volume of purchases through this agreement will be _____.

(4) This BPA does not obligate any funds.

(5) This BPA expires on _____ or at the end of the contract period, whichever is earlier.

(6) The following office(s) is hereby authorized to place orders under this BPA:

OFFICE	POINT OF CONTACT

(7) Orders will be placed against this BPA via Electronic Data Interchange (EDI), FAX, or paper.

(8) Unless otherwise agreed to, all deliveries under this BPA must be accompanied by delivery tickets or sales slips that must contain the following information as a minimum:

(a) Name of Contractor;

(b) Contract Number;

(c) BPA Number;

(d) Model Number or National Stock Number (NSN);

(e) Purchase Order Number;

(f) Date of Purchase;

(g) Quantity, Unit Price, and Extension of Each Item (unit prices and extensions need not be shown when incompatible with the use of automated systems; provided, that the invoice is itemized to show the information); and

(h) Date of Shipment.

(9) The requirements of a proper invoice are specified in the Federal Supply Schedule contract. Invoices will be submitted to the address specified within the purchase order transmission issued against this BPA.

(10) The terms and conditions included in this BPA apply to all purchases made pursuant to it. In the event of an inconsistency between the provisions of this BPA and SONEX Enterprises, Inc.'s invoice, the provisions of this BPA will take precedence.

**BASIC GUIDELINES FOR USING
"CONTRACTOR TEAM ARRANGEMENTS"**

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

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

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

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

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

Here is a general outline on how it works:

- The customer identifies their requirements.

- Federal Supply Schedule Contractors may individually meet the customers needs, or -

- Federal Supply Schedule Contractors may individually submit a Schedules "Team Solution" to meet the customer's requirement.

Customers make a best value selection.