



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

SPECIAL ITEM NUMBER 132-51 - INFORMATION TECHNOLOGY (IT) PROFESSIONAL SERVICES

FPDS Code D301	IT Facility Operation and Maintenance
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 D310	IT Backup and Security Services
FPDS Code D311	IT Data Conversion Services
FPDS Code D313	Computer Aided Design/Computer Aided Manufacturing (CAD/CAM) Services
FPDS Code D316	IT Network Management Services
FPDS Code D317	Creation/Retrieval of IT Related Automated News Services, Data Services, or Other Information 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 not to be used as a means to procure services which properly fall under the Brooks Act. These services include, but are not limited to, architectural, engineering, mapping, cartographic production, remote sensing, geographic information systems, and related services. FAR 36.6 distinguishes between mapping services of an A/E nature and mapping services which are not connected nor incidental to the traditionally accepted A/E Services.

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

Discipline Consulting, LLC.
202 Church Street SE, Suite 310
Leesburg, VA 20175
(P) 703.244.2336
www.disciplineconsulting.com

Contract Number: 47QTCA18D005W
Period Covered by Contract: 01/23/2023

General Services Administration
Federal Acquisition Service

Pricelist current through Modification #_____, dated_____.

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

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**Discipline Consulting, LLC
GSA Pricelist
IT Professional Services
SIN-132-51
Prices Effective: 1/1/2018-12/31/2018**

Labor Category	On Site Price
LAN/WAN Engineer Principal	\$127.05
LAN/WAN Engineer Senior	\$107.51
Information Security Engineer Associate	\$97.73
Information Security Engineer Intermediate	\$107.51
Project Manager Intermediate	\$94.80



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About Us

Discipline Consulting is a local, minority-owned, small-business, HUBZone certified, IT service provider located in Leesburg, VA.

With our HUBZone certification, we are able to help build up underdeveloped areas and bring much-needed opportunities – all while we fulfill our goal to provide the right resource for the right project.

Everything we do is centered around discipline – our people, our thoughts, and our actions. Discipline Consulting is not just the company's name; it is our brand. We make sure that discipline shines in everything we are and everything we do.

With over 6 years of being in business, our company continuously demonstrates it knows how to leverage insight and industry experience with both client and market resources, to creatively source and integrate service solutions. We provide three key areas of service: cyber security, unified communications, and cloud computing.

At Discipline, we place your business needs first. Our success is your success. To help you achieve your goals, we invest in our people and resources, so they can help bring new business models and innovative ideas to your business and work environment – providing value add at every step along the way. Disciplined Consulting uses a process driven methodology to manage every aspect of delivering excellence to the customer. Our multi-step approach delivers results faster, while still guaranteeing value added service integrity and reducing operational risk and variability. We believe this benefits the customer and their mission.

Our company is not only able to deliver excellent service to you, we are able to do it with disciplined support and attention. Know that while we are working diligently to provide services to you, we're also diligently giving back to the community.

We believe good is the enemy of great and we are committed to delivering great support and services to our customers.

We have excellent past performances in large projects, many of which with Federal government customers, such the Department of Commerce and the National Oceanic and Atmospheric Agency (NOAA).

Our Services

To bring excellent service to our customers, we provide best value and effective collaborations to each project by working closely with each customer and vendors. We leverage well-established business relationships with our strategic partners to provide best value IT solutions and deliver the necessary personnel, material, equipment, services, and facilities to our customer. We help our customers navigate the complexities of IT decision making across a number of critical focus areas such as, network infrastructure, and mobility, to help create efficiencies in their missions. We provide end-to-end engineering and integration, logistics, training, and support to ensure success. These factors combined represent significant strength and low performance risk in meeting specific customer requirements.



Below are our core competencies:

- **Cyber Security** – Risk Management, Security Assessments, Certification and Accreditation Services, Information Security
- **Data Center** – Assessment of the strengths and opportunities for data center improvement, initial planning for a new design or design changes, recommendations for ongoing management and next steps
- **Infrastructure** – Build and Maintain a faster and more secure network, enhance flexibility, scalability and improve Application Availability
- **Unified Communications** – Design, develop, and deploy advanced unified communications networks that combine voice, data, video, and collaboration applications into a single architecture
- **Project, Portfolio and Program Management** – Build and deliver a framework that aligns with strategic enterprise objectives; supported by the right resources with the knowledge, skills and collaborative behaviors.
- **Operations and Maintenance Support** – Steady focus on operations, continuous improvements in asset management, costs, reliability, availability, and performance.



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CUSTOMER INFORMATION:

1a. Awarded Special Item Number(s):

SIN	Description
132-51	Information Technology Services

1b. Identification of the lowest priced model number and lowest unit price for that model for each special item number awarded in the contract: **Not Applicable.**

1c. Descriptions of all corresponding commercial job titles with experience, functional responsibility and education are provided beginning on **page 10.**

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

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

4. Geographic Coverage: **Domestic**

5. Point of Production: **N/A**

6. Prices Shown Herein are: **Net**

7. Quantity Discount: **None**

8. Prompt Payment Terms: **Net 30 (1% discount applied for Net 10)**

9. Government Purchase Cards **are accepted at, but not above the micro-purchase threshold.**

10. Foreign Items: **None**

11. Time of Delivery: **Discipline Consulting shall deliver or perform services in accordance with the terms negotiated in an agency's order.**

11b. Expedited Delivery: **Consult with Contractor**

11c. Overnight/2-Day Delivery: **Consult with Contractor**



- 11d. Urgent Requirements: **Consult with Contractor**
- 12. FOB Point: **Destination**
- 13. Ordering Address: **Discipline Consulting, LLC.**
202 Church Street SE, Suite 310
Leesburg, VA 20175
- 14. Payment Address: **Discipline Consulting, LLC.**
202 Church Street SE, Suite 310
Leesburg, VA 20175
- 15.
- 16. Warranty Provisions: **Contractor's Standard Warranty**
- 17. Export Packing charges: **Not applicable**
- 18. Terms and conditions of Government Purchase Card Acceptance: **See number 9.**
- 19. Terms and conditions of rental, maintenance, and repair: **Not applicable**
- 20. Terms and conditions of installation: **Not applicable**
- 20b. Terms and conditions of repair parts: **Not applicable**
- 20b. Terms and conditions for any other services: **Not applicable**
- 21. List of service and distribution points: **Not applicable**
- 22. List of participating dealers: **Not applicable**
- 23. Preventive maintenance: **Not applicable**
- 24a. Environmental attributes, e.g., recycled content, energy efficiency, and/or reduced pollutants: **Not applicable**
- 24b. Section 508 Compliance: **Contact Discipline Consulting. for Section 508 compliance**



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information. The EIT standards can be found at: <http://www.section508.gov>

25. DUNS Number: 798-23-1259
26. SAM Database: Discipline Consulting, LLC is registered in the System for Award Management (SAM) database.

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

******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 Professional 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 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.



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

4. PERFORMANCE OF SERVICES

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

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

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

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

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

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

(1) Cancel the stop-work order; or

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

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

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

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

(c) If a stop-work order is not canceled and the work covered by the order is terminated for the



convenience of the Government, the Contracting Officer shall allow reasonable costs resulting from the stop-work order in arriving at the termination settlement.

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

6. INSPECTION OF SERVICES

In accordance with FAR 52.212-4 CONTRACT TERMS AND CONDITIONS--COMMERCIAL ITEMS (MAR 2009) (DEVIATION I - FEB 2007) for Firm-Fixed Price orders and FAR 52.212-4 CONTRACT (DEVIATION I - FEB 2007) applies to Time-and-Materials and Labor-Hour Contracts orders placed under this contract.

7. RESPONSIBILITIES OF THE CONTRACTOR

The Contractor shall comply with all laws, ordinances, and regulations (Federal, State, City, or otherwise) covering work of this character. If the end product of a task order is software, then FAR 52.227-14 (Dec 2007) Rights in Data – General, may apply.

8. RESPONSIBILITIES OF THE ORDERING ACTIVITY

Subject to security regulations, the ordering activity shall permit Contractor access to all facilities necessary to perform the requisite IT Professional Services.

9. INDEPENDENT CONTRACTOR

All IT Professional Services performed by the Contractor under the terms of this contract shall be as an independent Contractor, and not as an agent or employee of the ordering activity.

10. ORGANIZATIONAL CONFLICTS OF INTEREST

a. Definitions.

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

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

An “Organizational conflict of interest” exists when the nature of the work to be performed under a proposed ordering activity contract, without some restriction on ordering activities by the Contractor and its affiliates, may either (i) result in an unfair competitive advantage to the Contractor or its affiliates or (ii) impair the Contractor’s or its affiliates’ objectivity in performing contract work.

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



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11. INVOICES

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

12. PAYMENTS

For firm-fixed price orders the ordering activity shall pay the Contractor, upon submission of proper invoices or vouchers, the prices stipulated in this contract for service rendered and accepted. Progress payments shall be made only when authorized by the order. For time-and-materials orders, the Payments under Time-and-Materials and Labor-Hour Contracts at FAR 52.212-4 (MAR 2009) (ALTERNATE I – OCT 2008) (DEVIATION I – FEB 2007) applies to time-and-materials orders placed under this contract. For labor-hour orders, the Payment under Time-and-Materials and Labor-Hour Contracts at FAR 52.212-4 (MAR 2009) (ALTERNATE I – OCT 2008) (DEVIATION I – FEB 2007) applies to labor-hour orders placed under this contract. 52.216-31(Feb 2007) Time-and-Materials/Labor-Hour Proposal Requirements—Commercial Item Acquisition. As prescribed in 16.601(e)(3), insert the following provision:

- (a) The Government contemplates award of a Time-and-Materials or Labor-Hour type of contract resulting from this solicitation.
- (b) The offeror must specify fixed hourly rates in its offer that include wages, overhead, general and administrative expenses, and profit. The offeror must specify whether the fixed hourly rate for each labor category applies to labor performed by—
 - (1) The offeror;
 - (2) Subcontractors; and/or
 - (3) Divisions, subsidiaries, or affiliates of the offeror under a common control.

13. RESUMES

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

14. INCIDENTAL SUPPORT COSTS

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

15. APPROVAL OF SUBCONTRACTS

The ordering activity may require that the Contractor receive, from the 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 PROFESSIONAL SERVICES AND PRICING

- a. The Contractor shall provide a description of each type of IT Service offered under Special Item Numbers 132-51 IT Professional Services should be presented in the same manner as the Contractor sells to its commercial and other ordering activity customers. If the Contractor is proposing hourly rates, a description of all corresponding commercial job titles (labor categories) for those individuals who will perform the service should be provided.
- b. Pricing for all IT Professional Services shall be in accordance with the Contractor's customary commercial practices; e.g., hourly rates, monthly rates, term rates, and/or fixed prices, minimum general experience and minimum education.



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LABOR CATEGORY DESCRIPTIONS

Information Security Engineer Associate

Monitors, evaluates, and maintains systems and procedures to protect the data systems and databases from unauthorized users. Identifies potential threats and responds to reported security violations. Determines causes of security breaches. Researches, recommends, and implements changes to procedures to protect data from future violations. Assists in educating users on security procedures.

Minimum Education: BA/BS or equivalent (in Computer Science or related field)

Minimum Experience: 4 years of relevant experience

Information Security Engineer Intermediate

Monitors, evaluates, and maintains systems and procedures to protect the data systems and databases from unauthorized users. Identifies potential threats and respond to reported security violations. Determines causes of security breaches. Researches, recommends, and implements changes to procedures to protect data from future violations. May train and develop subordinates through varied project assignments. Assists in educating users on security procedures.

Minimum Education: BA/BS or equivalent (in Computer Science or related field)

Minimum Experience: 5 years of relevant experience

LAN/WAN Engineer Principal

Perform as a technical expert with advanced knowledge and experience in local and wide area networking, communications, and related software/hardware within a multi-platform operating environment. Responsible for the overall integration of a total network including the planning, design, installation, maintenance, management, and coordination of the corporate LAN/WAN. Current on technological developments and applications, and evaluate vendor products to make recommendations for purchase. Recommend network security and policies. May work with Voice and/or Data Communications Analyst.

Minimum Education: BA/BS or equivalent (in Computer Science or related field)

Minimum Experience: 4 years of relevant experience

LAN/WAN Engineer Senior

Perform as a senior technical participant with knowledge and experience in local and wide area networking, communications, and related software/hardware within a multi-platform operating environment. Responsible for the integration of a total network including the planning, design, installation, maintenance, management, and coordination of the corporate LAN/WAN. Current on technological developments and applications, and evaluate vendor products to make recommendations for purchase. Recommend network security and policies. May work with Voice and/or Data Communications Analyst.

Minimum Education: BA/BS or equivalent (in Computer Science or related field)

Minimum Experience: 5 years of relevant experience

Project Manager Intermediate

Under general direction, responsible for all aspects of the development and implementation of assigned projects and provides a single point of contact for those projects. Takes projects from original concept through final implementation. Interfaces with all areas affected by the project including end users, computer services, and client services. Defines project scope and objectives. Develops detailed work plans, schedules, project estimates, resource plans, and status reports. Conducts project meetings and is responsible for project tracking and analysis. Ensures adherence to quality standards and reviews project deliverables. Manages the



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integration of vendor tasks and tracks and reviews vendor deliverables. Provides technical and analytical guidance to project team. Recommends and takes action to direct the analysis and solutions of problems.

Minimum Education: BA/BS or equivalent

Minimum Experience: 3 years of relevant experience

Experience/Education Substitutions

Education and experience may be substituted for each other. Each year of experience may be substituted for 1 year of education and vice versa. In addition, certifications, professional licenses, and vocational technical training may be substituted for experience and education.

Degree	Experience Equivalent	Other Equivalence
Associate's Degree	2 years relevant experience	Vocational or technical training in work related field
Bachelor's Degree	Associates Degree + 2 years relevant experience or 4 years relevant experience	Professional certification
Master's Degree	Bachelor's +2 years relevant experience, or Associate's +4 years relevant experience	Professional license
Doctoral Degree	Master's + 2 years relevant experience, or Bachelor's +4 years relevant experience	