#### AUTHORIZED FEDERAL SUPPLY SERVICE PROFESSIONAL SERVICES SCHEDULE

General Services Administration Professional Services Schedule (PSS)

Industrial Group: 00CORP



Amyx, Inc. 1768 Business Center Drive, Suite 300 Reston, Virginia 20190 Telephone: 703-373-1436 Fax: 571-612-4365 Web site address: <u>www.amyx.com</u> DUNS Number: 136794802; Cage Code: 1QNC9 Business Size: Small Business

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Amyx GSA PSS Contract Number: **GS-10F-0019N** Period Covered by Contract: October 3, 2017 through October 2, 2022

> General Services Administration Federal Supply Service

Ordering information in this Authorized FSS Schedule Pricelist Also on the GSA Advantage! System. Agencies can browse GSA Advantage! By accessing the Federal Supply Service's Home Page via the Internet at http://www.fss.gsa.gov/

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# **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 micro purchase threshold, FAR 8.404 requires agencies to consider the catalogs/pricelist of Schedule Contractors or consider reasonably available information by using GSA Advantage!<sup>TM</sup> on-line shopping service (<u>www.fss.gsa.gov</u>). The catalogs/pricelists, GSA Advantage!<sup>TM</sup> and the Federal Supply Service Home Page (<u>www.fss.gsa.gov</u>) contain information on a broad array of products and services offered by small business concerns.

This information should be used as 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, disadvantaged, and womenowned small businesses among those considered when selecting pricelist for best value determination.

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

SIN	Recovery	SIN
		Description
874-1	874-1RC	Integrated Consulting Services Special Item
874-4	874-4RC	Training Services
100-03	100-03RC	Ancillary Supplies and/or Services Special
874-6	874-6RC	Acquisition Management Support
874-7	874-7RC	Integrated Business Program Support Services
00CORP 500	00CORP 500RC	Order-Level Materials

# **1. TABLE OF AWARDED SPECIAL ITEM NUMBER(S)**

#### 2. MAXIUMUM ORDER

\$1,000,000.00

#### 3. MINIMUM ORDER

\$100.00

- 4. GEOGRAHPIC COVERAGE (DELIVERY AREA): Domestic and Overseas
- 5. POINTS OF PRODUCTION (CITY, COUNTY, AND STATE OR FOREIGN COUNTRY): Reston, Fairfax County, Virginia
- 6. DISCOUNT FROM LIST PRICES OR STATEMENT OF NET PRICE: Government net prices (discounts already deducted). See Section 3
- 7. QUANTITY DISCOUNTS: None
- 8. PROMPT PAYMENT TERMS: None

# 9. GOVERNMENT PURCHASE CARDS:

a. Government purchase cards will be acceptable for payment at or below the micro-

purchase threshold.

b. Government purchase cards will not be acceptable for payment above the micro-purchase

threshold.

# 10. FOREIGN ITEMS: None

11.

- a. **TIME OF DELIVERY:** Specified on the Task Order
- b. **EXPEDITED DELIVERY:** Items available for expedited delivery are noted in this price list
- c. **OVERNIGHT AND 2-DAY DELIVERY:** Not applicable
- d. **URGENT REQUIREMENTS:** A faster delivery may be available for urgent requirements

# 12. F.O.B. POINT(S): Destination

13.

# a. ORDERING ADDRESS(ES)

Amyx, Inc. 1768 Business Center Drive, Ste. 300 Reston, Virginia 20190 Telephone: 703-373-1984 Fax: 571-612-4365 Attn: Contracts Department

# **b. ORDERING PROCEDURES**

For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPA's), and a sample BPA can be found at the GSA/FSS Schedule homepage (fss.gsa.gov/schedules).

# **14. PAYMENT ADDRESS(ES):**

Amyx, Inc. 1768 Business Center Drive, Ste. 300 Reston, Virginia 20190 Telephone: 703-373-1984 Fax: 571-612-4365 Attn: Accounts Payable

15. WARRANTY PROVISION: Contractor's standard commercial warranty

# 16. EXPORT PACKING CHARGES (IF APPLICABLE): N/A

# 17. TERMS AND CONDITIONS OF GOVERNMENT PURCHASE CARD ACCEPTANCE (ANY THRESHOLDS ABOVE THE MICRO-PURCHASE LEVEL): Contact Contractor

# **18. TERMS AND CONDITIONS OF RENTAL, MAINTENANCE, AND REPAIR (IF APPLICABLE):** N/A

# **19. TERMS AND CONDITIONS OF INSTALLATION (IF APPLICABLE):** N/A

- 20.
- a. Terms and conditions of repair parts indicating date of parts price lists and any discounts
- b. Terms and conditions for any other services (if applicable): N/A

# 21. LIST OF SERVICE AND DISTRIBUTION POINTS (IF APPLICABLE): N/A

22. LIST OF PARTICIPATING DEALERS (IF APPLICABLE): N/A

- 23. PREVENTIVE MAINTENANCE (IF APPLICABLE): N/A
- 24. ENVIRONMENTAL ATTRIBUTES, E.G., RECYCLED CONTENT, ENERGY EFFICIENCY, AND/OR REDUCED POLLUTANTS: N/A
- 25. DATA UNIVERSAL NUMBERING SYSTEM (DUNS) NUMBER: 136794802
- 26. NOTIFICATION REGARDING REGISTRATION IN SYSTEM FOR AWARD MANAGEMENT (SAM) DATABASE: Registered
- 27. PRICING: The rates shown below include the Industrial Funding Fee (IFF) of 0.75%

# **SECTION 2:**

# TERMS AND CONDITIONS APPLICABLE TO PROFESSIONAL SERVICES

#### 1. SCOPE

The prices, terms and conditions stated under the Special Item Numbers (SINs) Services listed below apply exclusively to the PSS Schedule. The Contractor shall provide services at the Contractor's facility and/or at the Government location, as agreed to by the Contractor and the ordering office.

#### 2. **PERFORMANCE INCENTIVES**

a. When using a performance-based statement of work, performance incentives may be agreed upon between the Contractor and the ordering office on individual fixed price orders or Blanket Purchase Agreements, for fixed price tasks, under this contract in accordance with this clause.

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

c. To the maximum extent practicable, ordering offices shall consider establishing incentives where performance is critical to the agency's mission and incentives are likely to motivate the contractor. Incentives shall be based on objectively measurable tasks.

#### 3. ORDER

a. Agencies may use orders, blanket purchase agreements, individual purchase orders, or task orders for ordering services under this contract. Delivery of services shall be made within the contract terms and conditions shall continue in effect until the completion of the order.

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 office.

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

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

d. Any Contractor travel required in the performance of 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.

e. The Service Contract Act (SCA) is applicable to this contract as it applies to the entire PSS Schedule and all services provided. While no specific labor categories have been identified as being subject to SCA due to exemptions for professional employees (FAR 22.1101, 22.1102 and 29 CFR 541.300), this contract still maintains the provisions and protections for SCA eligible labor categories. If and/or when the contractor adds SCA labor categories/employees to the contract through the modification process, the contractor must

inform the Contracting Officer and establish a SCA matrix identifying the GSA labor category titles, the occupational code, SCA labor category titles and the applicable wage determination number. Failure to do so may result in cancellation of the contract.

#### 5. **RESPONSIBILITIES OF THE CONTRACTOR**

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

#### 6. **RESPONSIBILITIES OF THE GOVERNMENT**

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

# 7. INDEPENDENT CONTRACTOR

All services performed by the Contractor under the terms of this contract shall be as an independent Contractor, and not as an agent or employee of the ordering office.

# 8. 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 Government contract, without some restriction on activities by the Contractor and its affiliates, may either (i) result in an unfair competitive advantage to the Contractor or its affiliates or (ii) impair the Contractor's or its affiliates' objectivity in performing contract work.

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

#### 9. INVOICES

The Contractor, upon completion of the work ordered, shall submit invoices for services. Progress payments may be authorized by the ordering office on individual orders if appropriate. Progress payments shall be based upon completion outlined in each order. Invoices shall be submitted monthly for recurring services performed during the preceding month.

# **10. PAYMENTS**

For firm-fixed price orders the Government shall pay the Contractor, upon submission of proper invoices or vouchers, the prices stipulated in this contract for service rendered and accepted. Progress payments shall be made only when authorized by the order. For time-and-materials orders, the Payments under Time-and-Materials and Labor-Hour Contracts (Alternate I (APR 1984)) at FAR 52.232-7 applies to time-and-materials orders placed under this contract. For labor-hour orders, the Payment under Time-and-Materials and Labor-Hour Contracts (FEB 1997) (Alternate II (JAN 1986)) at FAR 52.232-7 applies to labor-hour orders placed under this contract.

#### 11. 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.

# SECTION 3: LABOR CATEGORIES AND LABOR RATES

#### Amyx, Inc. GSA Labor Category Descriptions

For each of the categories listed, 8 years of specialized experience plus a high school diploma or equivalent are considered equivalent to a bachelor s degree. Eight years of specialized experience plus a bachelor s degree are considered equivalent to a master s degree. Fifteen years of specialized experience plus a master s degree are considered equivalent to a Ph.D.

#### 1. Administrative Support

#### Administrative Support I - V

Experience: Provides administrative type support to technical and management personnel. To include, project administration, documentation planning, program management support, meeting and event planning and administration, mail services, records administration, and data input. Copying, fax, and other day-to-day administrative functions as assigned.

Qualifications

Administrative Support I High School diploma

Administrative Support II High school diploma and 3 years of specialized experience

Administrative Support III High school diploma and 5 years of specialized experience

Administrative Support IV Bachelor s degree and 3 years of specialized experience

Administrative Support V Bachelor s degree and 5 years of specialized experience

#### 2. **Business Specialist**

#### Business Specialist I - V

Experience: Provides business and finance related type support to technical and management personnel. To include, project administration, control, project planning, Project scheduling, program management support, and cost estimating.

Qualifications:

Business Specialist I Bachelors degree and 4 years of specialized experience

Business Specialist II Bachelors degree and 6 years of specialized experience

Business Specialist III Bachelors degree and 8 years of specialized experience

Business Specialist IV Bachelors degree and 10 years of specialized experience

Business Specialist V Bachelors degree and 12 years of specialized experience

#### 3. <u>Program/Project Manager</u>

#### Project/Program Manager I - IV

Experience: Leading teams or projects to include integration of various information technology projects using proven program management techniques and skill sets, such as: measuring performance against

cost, schedule and quality; sizing tasks and provides work breakdown structures to the government. Acts as senior level focal point for projects within the program; this includes consultation on staffing, financial, performance and delivery issues. Possess significant planning and management experience over multiple projects.

Qualifications:

Project/Program Manager I Bachelors degree and 6 years of specialized experience

Project/Program Manager II Bachelors degree and 8 years of specialized experience

Project/Program Manager III Bachelors degree and 10 years of specialized experience

Project/Program Manager IV Masters degree and 15 years of specialized experience

#### 4. Management Consultant

Management Consultant I - III

Experience: Expertise in managing and controlling projects including budgets and resources using automated project management tools; demonstrated capability in managing multiple task contracts and/or subcontracts. Provides overall functional or technical lead direction to functional or technical staff. Sizes work effort, defines deliverables and work projects. Participates in technical execution of work. Qualifications:

Management Consultant I Bachelors degree and 6 years of specialized experience

Management Consultant II Bachelors degree and 10 years of specialized experience

Management Consultant III Bachelors degree and 15 years of specialized experience

#### 5. **Business Analyst**

Business Analyst I - V

Experience: Experience in a variety of business disciplines such as: procurement, human resources, finance, logistics, medical, enterprise resource planning, electronic commerce and electronic data interchange, security, and requirements determination. Applies functional experience to business or technology problems. Qualified to lead a staff of analysts and/or engineers if required. Oualifications:

Business Analyst I Bachelors degree and 4 years of specialized experience

Business Analyst II Bachelors degree and 6 years of specialized experience

Business Analyst III Bachelors degree and 8 years of specialized experience

Business Analyst IV Masters degree and 10 years of specialized experience

Business Analyst V Masters degree and 12 years of specialized experience

#### 6. <u>Sr. Executive</u>

Sr. Executive I -II

Experience: Acts independently on the most specialized areas of the program or project. Leads and participates in major system implementations. Applies knowledge of leading edge organizational and behavioral management techniques. Possess specialized and/or highly sought after skills and/or council.

Specializes in the areas of: Human Resources Planning and Analysis, Organization Development, Strategic Planning, Operational and Tactical planning and Analysis. Able to analyze organizations using proven methods and techniques, prepare surveys, interview management level personnel and report out on findings.

Qualifications:

- Sr. Executive I Bachelors degree and 10 years of specialized experience
- Sr. Executive II Bachelors degree and 14 years of specialized experience
- Sr. Executive III Bachelors degree and 18 years of specialized experience
- Sr. Executive IV Masters degree and 20 years of specialized experience
- Sr. Executive V Masters degree and 25 years of specialized experience

#### 7. Trainer/Facilitator

Trainer/Facilitator I - IV

Experience: Applies knowledge of leading edge organizational and behavioral management techniques. Specializes in the areas of: Human Resources Planning and Analysis, Organization Development, Strategic Planning and Analysis, Team Building, SWOT, MacMillan Matrix and other similar methods and tools. Able to analyze organizations using proven methods and techniques, prepare surveys, interview management level personnel and report out on findings. Evaluates organizational behavior and recommends improvements in human resource management. Designs training programs, seminars and forums and conducts teambuilding sessions to assist organizations run more effectively. Qualifications:

Trainer/Facilitator I Bachelors degree and 12 years of specialized experience

Trainer/Facilitator II Bachelors degree and 15 years of specialized experience

Trainer/Facilitator III Bachelors degree and 18 years of specialized experience

Trainer/Facilitator IV Masters degree and 20 years of specialized experience

#### 8. Training Coordinator

Training Coordinator I - V

Experience: Provides administrative type support to training and management personnel. To include, project administration, documentation planning, program management support, meeting and event planning and administration, mail services, records administration, and data input. Copying, fax, and other day-to-day administrative functions as assigned.

Qualifications:

Training Coordinator I Bachelors degree and 5 year of specialized experience

Training Coordinator II Bachelors degree and 8 years of specialized experience

Training Coordinator III Bachelors degree and 10 years of specialized experience

Training Coordinator IV Bachelors degree and 12 years of specialized experience

Training Coordinator V Bachelors degree and 15 years of specialized experience

#### 9. Sr. Financial Systems Accountant

#### Sr. Financial Systems Accountant I - V

Experience: Serves as technical expert for government financial information management. Assists in the development of logical and physical systems design. Reviews and prepares systems documents ad specifications. Provides technical interpretation of financial policy and concepts underlying Federal accounting and reporting regulations and procedural requirements. Prepares reports, studies, and documentation, delivers presentations, and participates in meetings. Thorough knowledge of the principles of project management and professional accounting; broad technical knowledge of Federal accounting, budgeting, reporting, and financial management principles, practices, and requirements. Qualifications:

Sr. Financial Systems Accountant I Bachelors degree and 6 years of specialized experience

Sr. Financial Systems Accountant II Bachelors degree and 8 years of specialized experience

Sr. Financial Systems Accountant III Bachelors degree and 10 years of specialized experience

Sr. Financial Systems Accountant IV Bachelors degree and 15 years of specialized experience

Sr. Financial Systems Accountant V Masters degree and 10 years of specialized experience, experience shall include Certified Defense Financial Manager or civilian equivalent, including advanced degree in financial disciplines.

#### 10. Information Engineer

Information Engineer I - II

Experience: Demonstrated experience working with third/fourth generation languages in the design and implementation of systems and using database management systems. Analyzes and studies complex system requirements. Design software tools and subsystems to support software reuse and domain analysis and manages their implementation. Manages software development and support using formal specifications, data flow diagrams, other accepted design techniques and Computer Aided Software Engineering (CASE) tools. Estimates software development costs and schedule. Reviews existing programs and assists in making refinements, reducing operating time, and improving current techniques. Supervises software configuration management.

Qualifications:

Information Engineer I Bachelors degree 10 years of specialized experience

Information Engineer II Bachelors degree 15 years of specialized experience, and must possess experience in automated tool repositories for enterprise architectures, including operational views, system views, data views, as well as services.

Amyx Labor Rate List								
Contract No.: GS-10F-0019N - GSA PSS Schedule								
<b>Operating Period Year:</b>								
	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022			
Labor Category	Operating Yr.16	Operating Yr.17	Operating Yr.18	Operating Yr.19	Operating Yr.20			
Administrative Support I	\$60.44	\$60.44	\$60.44	\$60.44	\$60.44			
Administrative Support II	\$63.49	\$63.49	\$63.49	\$63.49	\$63.49			
Administrative Support III	\$66.64	\$66.64	\$66.64	\$66.64	\$66.64			
Administrative Support IV	\$72.65	\$72.65	\$72.65	\$72.65	\$72.65			
Administrative Support V	\$79.18	\$79.18	\$79.18	\$79.18	\$79.18			
Business Specialist I	\$87.17	\$87.17	\$87.17	\$87.17	\$87.17			
Business Specialist II	\$91.53	\$91.53	\$91.53	\$91.53	\$91.53			
Business Specialist III	\$96.12	\$96.12	\$96.12	\$96.12	\$96.12			
Business Specialist IV	\$121.01	\$121.01	\$121.01	\$121.01	\$121.01			
Business Specialist V	\$144.13	\$144.13	\$144.13	\$144.13	\$144.13			
Program Project Manager I	\$170.30	\$170.30	\$170.30	\$170.30	\$170.30			
Program Project Manager II	\$204.57	\$204.57	\$204.57	\$204.57	\$204.57			
Program Project Manager III	\$234.70	\$234.70	\$234.70	\$234.70	\$234.70			
Program Project Manager IV	\$262.86	\$262.86	\$262.86	\$262.86	\$262.86			
Management Consultant I	\$231.35	\$231.35	\$231.35	\$231.35	\$231.35			
Management Consultant II	\$252.17	\$252.17	\$252.17	\$252.17	\$252.17			
Management Consultant III	\$274.86	\$274.86	\$274.86	\$274.86	\$274.86			
Business Analyst I	\$151.88	\$151.88	\$151.88	\$151.88	\$151.88			
Business Analyst II	\$159.86	\$159.86	\$159.86	\$159.86	\$159.86			
Business Analyst III	\$168.29	\$168.29	\$168.29	\$168.29	\$168.29			
Business Analyst IV	\$176.70	\$176.70	\$176.70	\$176.70	\$176.70			
Business Analyst V	\$185.53	\$185.53	\$185.53	\$185.53	\$185.53			
Sr. Executive I	\$348.69	\$348.69	\$348.69	\$348.69	\$348.69			
Sr. Executive II	\$422.86	\$422.86	\$422.86	\$422.86	\$422.86			
Trainer/ Facilitator I	\$231.35	\$231.35	\$231.35	\$231.35	\$231.35			
Trainer/ Facilitator II	\$261.52	\$261.52	\$261.52	\$261.52	\$261.52			
Trainer/ Facilitator III	\$348.69	\$348.69	\$348.69	\$348.69	\$348.69			
Trainer/ Facilitator IV	\$383.56	\$383.56	\$383.56	\$383.56	\$383.56			
Training Coordinator I	\$79.18	\$79.18	\$79.18	\$79.18	\$79.18			
Training Coordinator II	\$83.14	\$83.14	\$83.14	\$83.14	\$83.14			
Training Coordinator III	\$87.30	\$87.30	\$87.30	\$87.30	\$87.30			
Training Coordinator IV	\$91.66	\$91.66	\$91.66	\$91.66	\$91.66			
Training Coordinator V	\$96.26	\$96.26	\$96.26	\$96.26	\$96.26			

Amyx Labor Rate List							
Contract No.: GS-10F-0019N - GSA PSS Schedule							
<b>Operating Period Year:</b>							
	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022		
Labor Category	Operating Yr.16	Operating Yr.17	Operating Yr.18	Operating Yr.19	Operating Yr.20		
Financial System Accountant I	\$96.29	\$96.29	\$96.29	\$96.29	\$96.29		
Financial System Accountant II	\$124.91	\$124.91	\$124.91	\$124.91	\$124.91		
Financial System Accountant III	\$144.13	\$144.13	\$144.13	\$144.13	\$144.13		
Financial System Accountant IV	\$158.89	\$158.89	\$158.89	\$158.89	\$158.89		
Financial System Accountant V	\$175.52	\$175.52	\$175.52	\$175.52	\$175.52		
Information Engineer I	\$168.29	\$168.29	\$168.29	\$168.29	\$168.29		
Information Engineer II	\$201.42	\$201.42	\$201.42	\$201.42	\$201.42		