

**GENERAL SERVICES ADMINISTRATION  
Federal Supply Service  
Authorized Federal Supply Schedule Price List**

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

**General Purpose Commercial Information  
Technology Equipment, Software and Services**

**CONTRACT NUMBER: GS-35F-0076V**

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

**CONTRACT PERIOD:**  
November 18, 2008 - November 17, 2018



**Evoke Research and Consulting, LLC**

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Service Disabled Veteran Owned Small Business

Pricelist current through A529 dated September 20, 2016

## GSA IT SCHEDULE 70 PRICE CATALOG FOR EVOKE RESEARCH AND CONSULTING, LLC

Evoked Research and Consulting, LLC (Evoked) is a Service-Disabled Veteran-Owned Small Business (SDVOSB), delivering the following core disciplines and services to our Federal and commercial customers:

Core Discipline	Evoked Service Delivered
Management Consulting Services	<ul style="list-style-type: none"> <li>• Program Management Office (PMO) Implementation and Execution</li> <li>• Project Management Oversight, Reporting and Delivery</li> <li>• Independent Verification and Validation (IV&amp;V)</li> <li>• Financial Management</li> <li>• Acquisition Program Management Support</li> <li>• Portfolio Management</li> <li>• Capital Planning</li> <li>• Marketing and Communications</li> </ul>
Technology & Engineering Services	<ul style="list-style-type: none"> <li>• Software Development and Integration</li> <li>• Systems Engineering</li> <li>• Test and Evaluation</li> <li>• Data Warehouse Solution Implementation</li> <li>• Healthcare IT and other Integration Services</li> <li>• Cloud Computing</li> <li>• Operations and Maintenance</li> <li>• Enterprise Architecture (EA)</li> <li>• Service Management</li> <li>• Big Data Analysis</li> <li>• Database Development and Maintenance</li> <li>• Security Policy and Mission Assurance</li> </ul>
Organizational Improvement Services	<ul style="list-style-type: none"> <li>• Lean Six Sigma Training, Certification &amp; Implementation</li> <li>• Business Process Improvement and Reengineering</li> <li>• Performance Management and Metrics</li> <li>• Kaizen and other Process Improvement Event Facilitation</li> <li>• Strategic Planning and IT Governance</li> <li>• Organizational Assessment and Alignment</li> <li>• Enterprise Resource Planning</li> <li>• Organizational Performance and Maturity Assessment</li> <li>• Transition and Transformation</li> </ul>

*"Evoked: [e-vôk] v. To create anew especially by means of the imagination."*

Using a powerful blend of enterprise analysis and industry best practices, Evoked develops a strategic path customized for the individual needs of each of our clients, never forgetting the day-to-day needs that threaten to consume strategic integration. With a thorough understanding of project management, process improvement and IT implementation, we are able to maximize the goals, programs, and investments of every client.

## CUSTOMER INFORMATION

### 1a. Awarded Special Item Numbers

#### SIN 132 - 51 - INFORMATION TECHNOLOGY (IT) PROFESSIONAL SERVICES

FSC/PSC Class D302 IT Systems Development Services

FSC/PSC Class D306 IT Systems Analysis Services

FSC/PSC Class D307 Automated Information Systems Services

FSC/PSC Class D308 Programming Services

FSC/PSC Class D399 Other Information Technology Services, Not Elsewhere Classified

All services are provided and performed under the supervision/management of Evoke’s Project Manager or Program Manager.

**1b. Identification of the lowest priced model number and lowest unit price** – See pricing information in table under Item 1c.

### 1c. Labor Categories and Hourly Rates

For all labor categories, the following equivalent years of experience can be substituted for education:

Associates Degree = 2 years of experience

Bachelors Degree = 4 years of experience

Masters Degree = 6 years of experience

Labor Category	Description and Minimum Education and Experience	Labor Rate with IFF (\$/hr)
<b>Application Engineer – Level II</b>	Analyze and study complex system requirements. Design software tools and subsystems to support software reuse and domain analyses and manages their implementation. Manage software development and support using formal specifications, data flow diagrams, other accepted design techniques and Computer Aided Software Engineering (CASE) tools. Estimate software development costs and schedule. Review existing programs. Supervise software configuration management. Develop software. Bachelors and 6 Years of experience.	\$88.52
<b>Application Programmer – Level I</b>	Assist with the analysis of information requirements and application design. Aid in the evaluation of problems with workflow, organization, and planning and help in the development of appropriate corrective action. Bachelors.	\$42.50
<b>Application Programmer – Level II</b>	Participate in the design of software tools and subsystems to support reuse and domain analysis. Assist Applications Engineer and Applications Programmer to interpret software requirements and design specifications to code, and integrate and test software components. Bachelors and 2 Years of experience.	\$54.66

<b>Business Analyst – Level I</b>	Provide expertise in business process and system analysis, design, improvement, and implementation efforts and in translating business process needs into technical requirements. Provide expertise in change management and training support. Provide technical planning for a wide variety of technical and functional environments. Provide expertise in, but not limited to, Configuration Management, Knowledge Management, Business Analysis and Technical Analysis to software development teams. Bachelors and 3 Years of experience.	\$68.81
<b>Business Analyst –</b>	Apply their strong analytical and technical skills to assist in implementing business solutions. A Business Analyst is qualified to perform tasks such as: Document an organization’s current business process flows; Design, code and	\$79.47

<b>Level II</b>	test functional components of information systems according to project specifications, Identify and document requirements for information systems, Develop project documentation and training materials according to program specifications, Produce database extracts, code and reports, Develop data conversion and system interface utilities and assist in building the required development and test environments, and Provide technical support to software development teams. Bachelors and 5 Years of experience.	
<b>Business Analyst – Level III</b>	Apply their advanced skills and experience in systems development, detailed knowledge of business processes, technical background and supervisory skills to implement business solutions. Provide direction to project teams and interact with clients at the supervisory level. Perform tasks such as: Develop functional and technical information system designs, Supervise business integration analysts in the development of software designs, computer programming, system testing or training curricula, Lead business process redesign teams in the development of new business process architectures, Design training programs for information systems users, Participate in quality reviews to ensure work complies with specified standards, Perform workflow analyses, Design, develop and manage databases, Define information systems requirements. Bachelors and 7 Years of experience.	\$96.56
<b>Business Process Reengineering Specialist – Level II</b>	Experienced in information systems and IT implementation, change management efforts or business process redesign. Apply their broad management skills and specialized functional and technical expertise to lead complex, large projects in delivering client solutions or to manage the operations of multiple technical projects. Provide subject matter expertise in industry, process or technology areas. Qualified to perform tasks such as: Plan and manage the work of information systems project teams, Design and implement new organization structure in IT environments, Work with client executives/sr. management to facilitate organizational change programs and realize business goals, Conceptual design and development of complex systems and organizations, process improvement, reengineering methodologies. Support activity and data modeling, development of modern business methods, identification of best practices, and creating and assessing performance measurements. Bachelors and 6 Years of experience.	\$98.58

<b>Business Process Reengineering Specialist Level III</b> –	<p>Experienced in designing information systems and IT implementation strategies, change management efforts or business process redesign approaches. Apply their broad management skills and specialized functional and technical expertise to lead complex, large projects in delivering client solutions or to manage the operations of multiple technical projects. Provide subject matter expertise in industry, process or technology areas. Qualified to manage multiple Business Process Reengineering Specialists Level II in their performance of tasks such as: Plan and manage the work of information systems project teams, Design and implement new organization structure in IT environments, Work with client executives/sr. management to lead organizational change programs and realize business goals, Conceptual design and development of complex systems and organizations, process improvement, reengineering methodologies. Performs activity and data modeling, development of modern business methods, identification and dissemination of best practices, and creating and assessing performance measurements. Bachelors and 9 Years of experience.</p>	<p>\$132.60</p>
<b>Computer Scientist</b>	<p>Develop, modify, and apply computer modeling and programming applications to analyze and solve mathematical and scientific problems affecting system and program performance. Participate in all phases of scientific and engineering projects such as research, design, development, testing, modeling, simulating, training, and documentation. Bachelors and 7 Years of experience.</p>	<p>\$114.67</p>
<b>Computer Security System Specialist Level I</b> –	<p>Analyze and defines security requirements for Multilevel Security (MLS) issues. Design, develop, engineer, and implement solutions to MLS requirements. Gather and organize technical information about an organization's mission goals and needs, existing security products, and ongoing programs in the MLS arena. Perform risk analyses, which also includes risk assessment. Bachelors and 4 Years of experience.</p>	<p>\$65.38</p>
<b>Computer Security System Specialist Level II</b> –	<p>Analyze and defines security requirements for MLS issues. Design, develop, engineer, and implement solutions to MLS requirements. Guide effort to gather and organize technical information about an organization's mission goals and needs, existing security products, and ongoing programs in the MLS arena. Perform risk analyses, which also includes risk assessment. Develop security standards. Bachelors and 5 Years of experience.</p>	<p>\$78.46</p>
<b>Computer Security System Specialist Level III</b> –	<p>Design, develop, engineer, and implement solutions to MLS requirements. Perform complex risk analyses, which also include risk assessment. Establish and satisfy information assurance and security requirements based upon the analysis of user, policy, regulatory, and resource demands. Support customers at the highest levels in the development and implementation of doctrine and policies. Apply know-how to government and commercial common user systems, as well as to dedicated special purpose systems requiring specialized security features and procedures. Perform analysis, design, and development of security features for system architectures. Bachelors and 7 Years of experience.</p>	<p>\$94.55</p>
<b>Data Security Specialist</b>	<p>Provide support to plan, coordinate, and implement the organization's information security. Provide support for facilitating and helping agencies identify their current security infrastructure and define future programs, design and implementation of fire- wall and other related security issues on LANs/WANs. A working knowledge of several of the following areas is required: understanding of business security practices and procedures; knowledge of current security tools available; hardware/software firewalls and their implementation; different communication protocols; encryption techniques/tools; familiarity with commercial products, and current Internet and electronic commerce technology. Bachelors and 5 Years of experience.</p>	<p>\$106.62</p>

<b>Database Management Specialist Level II</b> –	Provide highly technical expertise in the use of DBMS. Evaluate and recommend available DBMS products to support validated user requirements. Define file organization, indexing methods, and security procedures for specific user applications. Test and assist in the implementation of changes or new database designs. Monitor database usage and statistics. Knowledge of relational database environment. Bachelors and 5 Years of experience.	\$76.44
<b>Database Management Specialist Level III</b> –	Manage the development of data base projects. Plan and budget staff and data base resources. When necessary, reallocate resources to maximize benefits. Prepare and deliver presentations on DBMS concepts. Provide daily supervision and direction to support staff. Extensive knowledge of relational database environment. Bachelors and 8 Years of experience.	\$106.62
<b>Database Specialist Level I</b> –	Evaluate and recommend available DBMS products to meet user requirements. Determine file organization, indexing methods, and security procedures for specific user application. Bachelors and 1 Year of experience.	\$46.63
<b>Database Specialist Level II</b> –	Evaluate and recommend available DBMS products to meet user requirements. Determine file organization, indexing methods, and security procedures for specific user application. Design DBMS schematics and initial solutions. Bachelors and 3 Years of experience.	\$68.93
<b>Database Specialist Level III</b> –	Evaluate and recommend available DBMS products to meet user requirements. Determine file organization, indexing methods, and security procedures for specific user application. Design, develop and integrate DBMS solutions. Provide general technical oversight and management of DBMS staff. Bachelors and 7 Years of experience.	\$93.26
<b>Document Control Specialist Level III</b> –	Collect and manage client requirements for document and records management systems and solutions. Create IT solutions using tools and processes to implement systems for storing, search and retrieval of artifacts. Maintain tracking systems and backup databases on a daily basis, archive records, ship and receive records, coordinate the pickup, storage, and delivery of records, monitor the movement of records through all tasks from initial receipt through final destruction or archiving, perform records searches as requested by clients, maintain logs on the receipt and shipment of records, destroy and archive documents, and prepare periodic inventories of records. May supervise other document center staff. Associates and 2 Years of experience.	\$59.35
<b>Functional Analyst – Level I</b>	Researches and recommend software and hardware products and solutions. Apply expertise to interface computer and communications components. Analyzes network characteristics and modifications to components. Designs and optimizes topologies and configurations. Installs, maintains, and repairs equipment. Maintains equipment and analyzes operational malfunctioning with test equipment. Tests newly installed equipment and repairs or replaces faulty equipment using testing devices. Ability to assess complex problems, investigate and resolve problems. Bachelors and 5 Years of experience.	\$83.49
<b>Functional Analyst – Level II</b>	Researches and recommend software and hardware products and solutions. Apply expertise to interface computer and communications components. Analyzes network characteristics and modifications to components. Designs and optimizes topologies and configurations. Installs, maintains, and repairs equipment. Maintains equipment and analyzes operational malfunctioning with test equipment. Tests newly installed equipment and repairs or replaces faulty equipment using testing devices. Ability to assess complex problems, investigate and resolve problems. Provide daily supervision and direction to support staff. Bachelors and 7 Years of experience.	\$97.57

<b>Hardware Installation Technician – Level I</b>	<p>Conduct site surveys; assess and document current site network configuration and user requirements. Design and optimize network topologies. Analyze existing requirements and prepare specifications for hardware acquisitions. Prepare engineering plans and site installation Technical Design Packages. Develop hardware installation schedules. Prepare drawings documenting configuration changes at each site. Prepare site installation and test reports. Configure computers, communications devices, and peripheral equipment. Install network hardware. Train site personnel in proper use of hardware. Build specialized interconnecting cables. Bachelors and 2 Years of experience.</p>	<p>\$50.69</p>
<b>Hardware Installation Technician – Level II</b>	<p>Organize and direct hardware installations on site surveys. Assess and document current site network configuration and user requirements. Design and optimize network topologies. Analyze and develop new hardware requirements and prepare specifications for hardware acquisitions. Direct and lead preparation of engineering plans and site installation Technical Design Packages. Develop hardware installation schedules. Mobilize installation team. Direct and lead preparation of drawings documenting configuration changes at each site. Prepare site installation and test reports. Coordinate post installation operations and maintenance support. Bachelors and 4 Years of experience.</p>	<p>\$62.85</p>
<b>Help Desk Manager</b>	<p>Provide daily supervision and direction to staff who are responsible for phone and in-person support to users in the areas of e-mail, directories, computer operating systems, desktop applications for all types of computer systems, and applications developed or deployed under this contract. Serve as the first point of contact for troubleshooting hardware/software, all types of computer systems (PC and Mac), and printer problems. May manage small Help Desk staff. Bachelors and 6 Years of experience.</p>	<p>\$77.04</p>
<b>Help Desk Specialist</b>	<p>Provide phone, email, web, and in-person support to users in the areas of e-mail, directories, computer operating systems, desktop applications for all types of computer systems, and applications developed or deployed under this contract. Serve as the first point of contact for troubleshooting hardware/software, all types of computer systems (PC and Mac), and printer problems. Bachelors and 3 Years of experience.</p>	<p>\$62.85</p>
<b>Information Engineer – Level I</b>	<p>Apply business process improvement practices to re-engineer methodologies/principles and business process modernization projects. Apply, as appropriate, activity and data modeling, transaction flow analysis, internal control and risk analysis and modern business methods and performance measurement techniques. Assist in establishing standards for information systems procedures. Develop and apply organization-wide information models for use in designing and building integrated, shared software and database management systems and data warehouses. Construct sound, logical business improvement opportunities consistent with corporate Information Management guiding principles, cost savings, and open system architecture objectives. Bachelors and 7 Years of experience.</p>	<p>\$118.69</p>
<b>Information Engineer – Level II</b>	<p>Apply an enterprise-wide set of disciplines for the planning, analysis, design and construction of information systems on an enterprise-wide basis or across a major sector of the enterprise. Develop analytical and computational techniques and methodology for problem solutions. Perform enterprise wide strategic systems planning, business information planning, business and analysis. Perform process and data modeling in support of the planning and analysis efforts using both manual and automated tools; such as Integrated ComputerAided Software Engineering tools. Apply reverse engineering and re-engineering disciplines to develop migration strategic and planning documents. Provide technical guidance in software engineering techniques and automated support tools. Provide daily supervision and direction to staff. Bachelors and 9 Years of experience.</p>	<p>\$134.78</p>

<b>Information Resource Management Analyst</b>	<p>Ensures problem resolution and customer satisfaction for individual task orders. Perform technical and administrative efforts for tasks, including review of work products for correctness, compliance with industry-accepted standards, federal government legislative and regulatory requirements and user standards specified in task orders. Develop requirements of IT product/service (including specifications, feasibility studies, requirement analysis, etc.) from inception to conclusion on simple to complex projects. Bachelors and 2 Years of experience.</p>	<p>\$59.35</p>
<b>Knowledge Management Specialist</b>	<p>Assist in the design, development, and implementation of Knowledge Management (KM) strategies to include Records Management. Apply expertise in KM tools and deploy information management and content management strategies and experience. Comprehend and recognize key barriers to KM behavioral change and develop effective change management programs. Analyze business processes, interview stakeholders, and evaluate strategic and IT plans to develop KM programs. Develop KM governance structures and processes for implementing KM programs and systems and provide consulting thought leadership on current best practices in KM, portal design, and intellectual capital and content management. Bachelors and 5 Years of experience.</p>	<p>\$108.63</p>
<b>Program Administration Specialist</b>	<p>Assist in the preparation of management plans and reports for technical projects. Supports the coordinate integrated project schedules to facilitate completion of technical contract deliverables, briefings/presentations, and in-process review preparation. Perform analysis, development, and review of program administrative operating procedures and ensures configuration control over technical artifacts. Associates and 2 Years of experience.</p>	<p>\$51.29</p>
<b>Program Manager</b>	<p>Serve as the program manager typically responsible for organizing, directing, and managing all aspects of contract operational support functions involving multiple technically complex and inter-related project tasks that often require managing teams of technical contractor personnel at multiple locations. Provide overall technical direction of program activities. Requires knowledge of one or more technical disciplines related to project delivery. Manage and maintain contractor interface with the senior levels of the customer's organization. Consult with customer and contractor technical personnel to formulate and review task plans and deliverables, ensuring conformance with program and project task schedules and costs and contractual obligations. Establish and maintain technical and financial reports to show progress of projects to management and customers, organize and assign responsibilities to subordinates, oversee the successful completion of all assigned tasks, and assume the initiative and provide support to marketing personnel in identifying and acquiring potential business. Bachelors and 14 Years of experience.</p>	<p>\$158.92</p>
<b>Project Control Specialist</b>	<p>Direct all financial management and administrative activities for technical projects and programs, such as budgeting, manpower and resource planning and financial reporting. Perform complex evaluations of existing procedures, processes, techniques, models, and/or systems related to management problems or contractual issues, which would require a report and recommend solutions. Develop work breakdown structures; prepare technical charts, tables, graphs, and diagrams to assist in analyzing technical issues. Provide daily supervision and direction to staff. Bachelors and 5 Years of experience.</p>	<p>\$82.82</p>



<p><b>Project Manager – Level I</b></p>	<p>Typically oversee all aspects of smaller Information Technology projects. Develops Project Management Plans based on Project Management Body of Knowledge (PMBOK) and other industry recognized best practices for management and execution of the project. Regularly interfaces with project sponsors and stakeholders; develops weekly and monthly reports that provide project information relevant to the project and necessary for decision making such as activities completed, planned, costs, hours, staffing, risks, issues and milestones status. Analyze new and complex project-related problems and create innovative solutions that normally involve the schedule, technology, methodology, tools, solution components, and financial management of the project. Bachelors and 6 Years of experience.</p>	<p>\$114.66</p>
<p><b>Project Manager – Level II</b></p>	<p>Typically oversee all aspects of the project, leading a team on large projects or a significant segment of large and complex projects. Manages the overall project communications, quality, risks, issues, schedule, budget, conflict resolution, delivery and plan towards successful delivery. Maintains regular contact with the customers and stakeholders, providing detailed weekly and monthly status reporting and project analysis. Analyze new and complex project-related problems and create innovative solutions that normally involve the schedule, technology, methodology, tools, solution components, and financial management of the project. Provide applications systems analysis and long and short-range plans for application selection, systems development, systems maintenance, and production activities for necessary support resources. Bachelors and 8 Years of experience.</p>	<p>\$122.72</p>
<p><b>Project Manager – Level III</b></p>	<p>Oversees all aspects of a project, leading a team on large projects or technically complex projects. Project may include geographically dispersed requirements, locations and staff. Usually manages multiple junior project managers or technical managers each of whom has responsibility for task delivery, and report up to the PM III. Consolidates data for reporting from across the project. Identifies and manages risk and issues. Manages all budget information across the project. Typically uses Earned Value Management methods for performance evaluation and reporting on the project. Analyze new and complex project-related problems and create innovative solutions that normally involve the schedule, technology, methodology, tools, solution components, and financial management of the project. Provide applications systems analysis and long and short-range plans for application selection, systems development, systems maintenance, and production activities for necessary support resources. Usually maintains an active certification in one or more of the following PMI certifications: PMP, CAPM, PgMP, RMP, SP, or PfMP. Bachelors and 10 Years of experience.</p>	<p>\$135.79</p>
<p><b>Quality Assurance Analyst</b></p>	<p>Provide technical and administrative direction for personnel performing software development tasks, including the review of work products for correctness, adherence to the design concept and to user standards, review of program documentation to assure government standards/requirements are adhered to, and for progress in accordance with schedules. Coordinate with the Project Manager and/or Quality Assurance Manager to ensure that problems are solved to the user's satisfaction. Make recommendations, if needed, for approval of major systems installations. Prepare milestone status reports and deliveries/presentations on the system concept to colleagues, subordinates, and end user representatives. Bachelors and 3 Years of experience.</p>	<p>\$62.85</p>
<p><b>Quality Assurance Manager</b></p>	<p>Plans, directs and coordinates the quality review of departmental operations and related support systems to ensure compliance with contractual requirements. Establishes review criteria and procedures. Oversees the identification and resolution of quality issues. Reviews documented results and reports on quality assurance activities. Monitors the implementation of system or procedural enhancements to ensure customer acceptance and satisfaction. Provides overall direction for the development of related training programs for internal staff. Bachelors and 7 Years of experience.</p>	<p>\$100.58</p>

<p><b>Subject Matter Expert – Level I</b></p>	<p>Provide technical knowledge and analysis of highly specialized applications and operational environment, high-level functional systems analysis, design, integration, documentation and implementation advice on moderately complex problems that require an appropriate level of knowledge of the subject matter for effective implementation. Apply principles, methods and knowledge of the functional area of capability to specific task order requirements, advanced mathematical principles and methods to exceptionally difficult and narrowly defined technical problems in engineering and other scientific applications to arrive at automated solutions. Assist other senior consultants with analysis and evaluation and with the preparation of recommendations for system improvements, optimization, development, and/or maintenance efforts in the following specialties: information systems architecture, networking; telecommunications, automation; communications protocols, risk management/electronic analysis, software; lifecycle management, software development methodologies, and modeling and simulation. Commensurate experience in IT and in new and related older technology that directly relates to the required area of expertise. Bachelors and 10 Years of experience.</p>	<p>\$148.87</p>
<p><b>Subject Matter Expert – Level II</b></p>	<p>Analyze user needs to determine functional requirements and define problems and develop plans and requirements in the subject matter area for moderately complex to complex systems related to information systems architecture, networking; telecommunications, automation, communications protocols, risk management/electronic analysis, software, lifecycle management, software development methodologies, and modeling and simulation. Perform functional allocation to identify required tasks and their interrelationships. Identify resources required for each task. Possess requisite knowledge and expertise so recognized in the professional community that the government is able to qualify the individual as an expert in the field for an actual task order. Demonstrate exceptional oral and written communication skills. Commensurate experience in IT and in new and related older technology that directly relates to the required area of expertise. Bachelors and 12 Years of experience.</p>	<p>\$170.99</p>
<p><b>Subject Matter Expert – Level III</b></p>	<p>Provide technical, managerial, and administrative direction for problem definition, analysis, requirements development, and implementation for complex to extremely complex systems in the subject matter area. Make recommendations and advise on organization-wide system improvements, optimization or maintenance efforts in the following specialties: information systems architecture; networking; telecommunications; automation; communications protocols; risk management/electronic analysis; software; lifecycle management; software development methodologies; and modeling and simulation. Commensurate experience in IT and in new and related older technology that directly relates to the required area of expertise. Bachelors and 15 Years of experience.</p>	<p>\$193.13</p>
<p><b>Systems Architect – Level I</b></p>	<p>Interface with users, sponsors and other stakeholders in order to determine and document their evolving needs and requirements. Establish system information requirements using analysis of these requirements along with those provided by the information engineer(s) in the development of enterprise-wide or large-scale information systems. Perform cost-benefit analyses to determine whether requirements are best met by manual, software, or hardware functions; making use of commercial off-the-shelf or already developed components. Support senior systems architects and engineers in the design architecture to include the software, hardware, and communications to support the total requirements. Ensure that the common operating environment is compliant with the enterprise architecture and applicable reference models. Ensure test requirements are defined for validation of requirements. Evaluate analytically and systematically problems of workflows, organization, and planning and develop appropriate corrective action. Provide daily supervision and direction to more junior staff. Bachelors and 8 Years of experience.</p>	<p>\$136.86</p>

<p><b>Systems Architect Level II</b></p>	<p>Interface with the design and implementation engineers and architects, so that any problems arising during design or implementation can be resolved in accordance with the fundamental design concepts, and user needs and constraints. Design architecture to include the software, hardware, and communications to support the total requirements as well as provide for present and future cross-functional requirements and interfaces. Ensure that a maximally robust design is developed. Ensure systems are compatible and in compliance with the standards for open systems architectures, the OSI and ISO reference</p>	<p>\$156.11</p>
	<p>models, and profiles of standards - such as IEEE OSE reference model - as they apply to the implementation and specification of information management solution of the application platform, across the API, and the external environment/software application. Ensure that the common operating environment is compliant with the Agency enterprise architecture and applicable reference models. Evaluate analytically and systematically problems of workflows, organization, and planning and develop appropriate corrective action. Partition large systems into subsystems and components. Develop partitioning algorithms to allocate all present and foreseeable requirements into discrete partitions such that a minimum of communications is needed among partitions, and between the user and the system. Generate technical products such as CAD designs, sketches, models, early user guides, and prototypes. Oversee staff in the design and engineering activities of systems and solutions. Bachelors and 10 Years of experience.</p>	
<p><b>Systems Engineer – Level III</b></p>	<p>Supervise, coordinate and/or perform additions and changes to network hardware and operating systems, and attached devices; including investigation, analysis, recommendation, configuration, installation, and testing of new network hardware and software. Provide direct support in the day-to-day operations on network hardware and operating systems including the evaluation of system utilization, monitoring response time and primary support for detection and correction of operational problems. Troubleshoot at the physical level of the network, working with network measurement hardware and software, as well as physical checking and testing of hardware devices at the logical level working with communication protocols. Participate in planning design, technical review and implementation for new network infrastructure hardware and network operating systems for voice and data communication networks. Maintain network infrastructure standards including network communication protocols such as TCP/IP. Provide technical consultation, training and support to IT staff as designated by the government. Diagnose and resolve complex communication problems. Bachelors and 8 Years of experience.</p>	<p>\$116.69</p>
<p><b>Test Engineer</b></p>	<p>Evaluate, recommend, and implement automated test tools and strategies. Design, implement, and conduct test and evaluation procedures to ensure system requirements are met. Develop, maintain, and upgrade automated test scripts and architectures for application products. Write, implement, and report status for system test cases for testing. Analyze test cases and provide regular progress reports. Serve as subject matter specialist providing testing know-how for the support of user requirements of complex to highly complex software/hardware applications. Direct and/or participate in all phases of risk management assessments and software/hardware development with emphasis on analysis of user requirements, test design and test tools selection. Bachelors and 7 Years of experience.</p>	<p>\$88.52</p>

<b>Web Content Administrator</b>	Provide support for developing and providing Agency Web-site content that will motivate and satisfy government and civilian users' needs so that they will regularly access the site and utilize it as a major source for information, decision making and benefits delivery. Provide support for maintaining civil service handbook and policies/procedures on the agency Web; assisting in developing agency newsletter and civilian benefits communications; recommending new and innovative web uses as well as training and educating employees on the use and benefits of using the Web. Provide support in the location and pursuit of content and surveying internal customers to gather feedback for site improvement and enhancements. A working knowledge of several of the following are required: English (or Spanish), Journalism, graphic design or a related field, Web-site management, web servers, intranet site structures, and Web-related software (ex. - MS FrontPage, Dream Weaver, Access, Hypertext Markup Language (HTML), and Web 2.0 software such as wikis, portals, and Microsoft SharePoint). Bachelors and 7 Years of experience.	\$79.07
<b>Web Designer</b>	Provide support in upgrading, maintaining and creating content for Agency website under the guidance of Web Project Manager. Provide day-to-day site design and creation. Experience in web design and development using HTML and Java is required. Provide on-the-job training for the development, maintenance, and updating of Web pages. Must have good communication skills and the ability to work with all levels of management and technical personnel. Must possess a working knowledge of browsers, editors, graphic design software (e.g., Photoshop, Illustrator). Experience with animation software and image optimization is desirable. Bachelors and 4 Years of experience.	\$97.31
<b>Web Project Manager</b>	Provide support in managing the development of agency Web sites. Lead team of Content Administrators, Software Developers and Designers. Preference for project management skills Web development skills. Provide leadership to a team to gather/analyze client requirements, write/edit web copy, work with internal/external resources on design, coordinate with IT Services on development, and work with Legal/Regulatory on content approvals; coordinate/document all aspects of the project; develop/manage client request/review process; track all requests/changes; and adhere to a project timeline. Bachelors and 7 Years of experience.	\$168.27
<b>Web Software Developer</b>	Provide support to develop Web based applications including on line customer service to transform government agencies to be able to deliver their services on line. Provide support in developing the site concept, interface design, and architecture of the web-site. Provide support for the implementation of interfaces to applications. Working knowledge and experience coding in Java is required. Knowledge of several of the following areas is desirable: Active Server Pages, JavaScript, Visual Basic, JavaScript, Access, HTML, DBMS's (ex. - Oracle, Sybase, etc.) and knowledge of SQL in SQL server. Bachelors and 5 Years of experience.	\$103.40

**2. Maximum Order**

a. The Maximum Order value for the following Special Item Numbers (SINs) is \$500,000:

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

- 3. Minimum Order:** \$100.00
- 4. Geographic Coverage Area:** Domestic Delivery Only
- 5. Point Of Production:** Arlington, VA and other locations
- 6. Discounts From List Prices:** Prices shown herein are NET, discounts deducted.

<b>7. Quantity Discounts:</b>	As negotiated on individual orders
<b>8. Prompt Payment Terms:</b>	Net 30 days
<b>9. Government Purchase Cards:</b>	Accepted at, below, and above the micro-purchase threshold.
<b>10. Foreign Items:</b>	None
<b>11a. Time Of Delivery:</b>	Services are available per order.
<b>11b. Expedited Delivery:</b>	Not applicable
<b>11c. Overnight and 2-day Delivery:</b>	Not applicable
<b>11d. Urgent Requirements:</b>	The Customer may contact Evoke's Order Representative to effect a faster delivery.
<b>12. F.O.B. Point(S):</b>	Destination
<b>13a. Ordering Address:</b>	Evoke Research and Consulting, LLC 671 North Glebe Road, Suite 1600 Arlington, VA 22203 Attention: David Dastvar
<b>13b. Ordering Procedures:</b>	For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPAs) are found in Federal Acquisition Regulation (FAR) 8.405-3.
<b>14. Payment Address:</b>	Evoke Research and Consulting, LLC 671 North Glebe Road, Suite 1600 Arlington, VA 22203 Attention: Edward Rainbolt
<b>15. Warranty Provision:</b>	In compliance with FAR requirements
<b>16. Export Packing Charges:</b>	Not applicable
<b>17. Government Purchase Card:</b>	Government purchase cards will be accepted in accordance with FAR requirements.
<b>18. Rental, Maintenance, and Repair:</b>	Not applicable
<b>19. Installation:</b>	Not applicable
<b>20. Repair Parts:</b>	Not applicable
<b>21. Service and Distribution Points:</b>	Not applicable
<b>22. Participating Dealers:</b>	Not applicable

- 23. Preventive Maintenance:** Not applicable
- 24a. Environmental Attributes:** Not applicable
- 24b. Section 508 Compliance:** Services will be performed in accordance with the EIT standards unless otherwise mutually agreed to within the specific order.
- 25. Duns Number:** 17-050-7169
- 26. SAM Registration:** Up to date through 1/13/2017

### ADDITIONAL ORDERING INFORMATION

- Business Size:** Small
- Set Aside:** Service-Disabled Veteran-Owned Small Business (SDVOSB)
- Points Of Contact:**
- For Contract Administration**  
Mr. Greg Blaisdell  
571-298-4442 [office]  
866-259-6672 [fax]  
greg.blaisdell@evokeconsulting.com
- For Orders**  
Mr. David Dastvar  
571.298.4445  
866-259-6672 [fax]  
david.dastvar@evokeconsulting.com

**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.
- 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 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 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.

## **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.

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.

Please refer to the information provided on page [3](#).