

**General Services Administration**  
**FEDERAL SUPPLY SERVICE**  
**MULTIPLE AWARD SCHEDULE**



*Authorized Federal Supply Schedule Price List*

**SMALL BUSINESS CATEGORY**  
**INFORMATION TECHNOLOGY**

PSC D399



**Phase2 Technology, LLC**

1735 N. Lynn Street, Suite 720  
Arlington, VA 22209

Telephone: (703) 548-6050

Fax: (703) 832-0581

[www.phase2technology.com](http://www.phase2technology.com)

**CONTRACT NUMBER: 47QTC A20D0068**

Supplement No. 1 June 30, 2020

Period Covered by Contract: **02/18/2020 – 02/17/2025**

Small Business

**Contact:**

**NAME:**

**Ben Coit**

**TITLE:**

**Vice President**

**ADDRESS:**

1735 N. Lynn Street, Suite 720  
Arlington, VA 22209

**TELEPHONE:**

**(703) 548-6050 x175**

**FAX:**

(703) 832-0581

**E-MAIL ADDRESS:**

**[gsa@phase2technology.com](mailto:gsa@phase2technology.com)**

*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 GSAAAdvantage!®, a menu-driven database system. The INTERNET address for GSAAAdvantage!® is: [GSAAAdvantage.gov](http://GSAAAdvantage.gov).*

*For more information on ordering from Federal Supply Schedules click on the FSS Schedules button at [fss.gsa.gov](http://fss.gsa.gov).*

## TABLE OF CONTENTS

### **Information for Ordering Offices**

Applicable to All Special Item Numbers **3**

**IT Professional Services (Special Item Number 54151S) 5**

**IT Professional Services Labor Category Descriptions 8**

**IT Services GSA Authorized Pricelist 22**

# INFORMATION FOR ORDERING OFFICES

## Applicable To All Special Item Numbers

### GENERAL TERMS AND CONDITIONS:

#### 1a. Awarded Special Item Numbers (SIN):

Special Item Number 54151S – Information Technology Professional Services

Special item Number 54151SHEAL – Health Information Technology Services

OLM – Order Level Materials

#### 1b. Lowest Priced Model Number and Price:

Approved GSA Pricing

#### 1c. Contractor hourly rates, a description of all corresponding commercial job titles, experience, functional responsibility and education for those types of employees or subcontractors:

**Refer to page 9 for IT Professional Labor Category Descriptions.**

#### 2. Maximum order:

\$500,000

#### 3. Minimum order:

\$100

#### 4. Geographic coverage (delivery area):

The Geographic Scope of Contract will be domestic delivery only.

#### 5. Point of production (city, county, and State or foreign country):

Phase2 Technology, LLC  
1735 N. Lynn Street, Suite 720  
Arlington, VA 22209

#### 6. Discount from list prices or statement of net price:

Prices shown are NET Prices; Basic Discounts have been deducted.

#### 7. Quantity discounts:

.5% for orders greater than \$300,000

1.00% for orders greater than \$500,000

#### 8. Prompt payment terms:

Net 30 days from receipt of invoice or date of acceptance, whichever is later.

9a. The Government purchase Card will be accepted for payment on orders below the micro-purchase threshold.

9b. The Government purchase Card will be accepted for payment on orders above the micro-purchase threshold.

10. Foreign items are not applicable.

#### 11a. Time of delivery:

As negotiated on the task order level.

#### 11b. Expedited Delivery:

As negotiated on the task order level.

#### 11c. Overnight and 2-day delivery:

As negotiated on the task order level.

#### 11d. Urgent Requirements:

As negotiated on the task order level.

#### 12. F.O.B. point:

Destination

#### 13a. Ordering address:

Phase2 Technology, LLC  
1735 N. Lynn Street, Suite 720  
Arlington, VA 22209

Telephone: (703) 548-6050

Fax: (703) 832-0581

#### 13b. Ordering procedures:

For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPA's) are found in Federal Acquisition Regulation (FAR) 8.405-3.

#### 14. Payment address:

Phase2 Technology, LLC  
1735 N. Lynn Street, Suite 720  
Arlington, VA 22209

Telephone: (703) 548-6050

Fax: (703) 832-0581

- 15. Warranty provision is not applicable.
- 16. Export packing charges are not applicable.
- 17. Terms and conditions of Government purchase card acceptance (any thresholds above the micro-purchase level):  
None
- 18. Terms and conditions of rental, maintenance, and repair (if applicable):  
Not Applicable
- 19. Terms and conditions of installation (if applicable):  
Not applicable
- 20. Terms and conditions of repair parts are not applicable:  
Not Applicable
- 20a. Terms and conditions for any other services:  
See the Terms and Conditions for Information Technology Professional Services, SIN 54151S and SIN 54151SHEAL.
- 21. List of service and distribution points:  
Not applicable
- 22. List of participating dealers is not applicable.
- 23. Preventive maintenance is not applicable.
- 24a. Special attributes such as environmental attributes are not applicable.
- 24b. If applicable, indicate that Section 508 compliance information is available on Electronic and Information Technology (EIT) supplies and services and show where full details can be found (e.g. contractor's website or other location.) The EIT standards can be found at:  
[www.Section508.gov/](http://www.Section508.gov/)
- 25. Data Universal Number System (DUNS) number:  
118550925
- 26. Notification regarding registration in SAM.gov database:  
Phase2 is registered in the SAM database.

# TERMS AND CONDITIONS APPLICABLE TO:

## INFORMATION TECHNOLOGY (IT) PROFESSIONAL SERVICES (SPECIAL ITEM NUMBER 54151S)

### 1. SCOPE

- a. The prices, terms and conditions stated under Special Item Number 54151S 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

The Inspection of Services–Fixed Price (AUG 1996) (Deviation 1 – May 2003) clause at FAR 52.246-4 applies to firm-fixed price orders placed under this contract. The Inspection–Time-and-Materials and Labor-Hour (May 2001) (Deviation 1 – May 2003) clause at FAR 52.246-6 applies to time-and-materials and labor-hour orders placed under this contract.

## 7. RESPONSIBILITIES OF THE CONTRACTOR

The Contractor shall comply with all laws, ordinances, and regulations (Federal, State, City, or otherwise) covering work of this character. If the end product of a task order is software, then FAR 52.227-14 (Deviation – 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 (OCT 2008) (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 (OCT 2008) (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. EDUCATION SUBSTITUTION LANGUAGE**

**Degree may be substituted as follows:**

- a. Associate Degree = 2 years experience. Bachelor Degree = 4 years experience. Masters Degree = 6 years experience. PHD = 8 years experience.

**Education may be substituted as follows:**

- b. 2 years experience = Associate degree. 4 years experience = Bachelor degree. 6 years experience = Masters degree 8 years experience = PHD.

**17. DESCRIPTION OF IT PROFESSIONAL SERVICES AND PRICING:**

SIN 54151S IT PROFESSIONAL SERVICES

The following table outlines the Phase2 Labor Categories and associated position descriptions, experience requirements, education minimums.

Title	Description	Experience	Education
Vice President, Product & Strategy	The Vice President, Product & Strategy is responsible for providing executive leadership in support of helping clients define a product and platform vision, prioritize a product roadmap, and communicate the overall business and product strategy across an organization. The Vice President, Product & Strategy works closely with clients, end-users, product managers, engineers and designers to build modern digital solutions.	At least 12 years of relevant professional experience.	Bachelor’s Degree in a technical, engineering, or business-related discipline from an accredited institution.
Director, Product & Strategy	The Director, Product & Strategy is responsible for leading teams through the definition of digital products and strategies that achieve a client’s business goals. This is typically done by leading requirements gathering sessions, conducting stakeholder interviews and user research, building personas, prototypes, and designing process flows to understand and analyze business and user needs to define a product roadmap. The Director, Product & Strategy leads the creation of the product backlog of user stories (detailed requirements) and defects — working with product stakeholders and business leaders to prioritize user stories.	At least 10 years of relevant professional experience.	Bachelor’s Degree in a technical, engineering, or business-related discipline from an accredited institution.
Senior Project Manager	The Senior Project Manager is responsible for leading teams to deliver established goals within the project budget, scope, and timeline and deftly makes sure all parties are moving in the same direction in lockstep. Serves as a client’s first line of point of escalation and go-to for any and all questions about the work, the project, its status, and how the team is tracking on the plan, budget, satisfaction, and scope.	At least 8 years of relevant professional experience.	Bachelor’s Degree in a technical, engineering, or business-related discipline from an accredited institution.



Title	Description	Experience	Education
Project Manager	The Project Manager runs your project on a day-to-day basis — either independently or in coordination with the Senior Project Manager — and ensures we achieve client goals. Typically responsible for managing the team — ensuring the project stays on time, within scope, and on budget. They are your first line of defense and your go-to for any and all questions about the work, the project, its status, and how the team is tracking on the plan, budget, satisfaction, and scope.	At least 5 years of relevant professional experience.	Bachelor’s Degree in a technical, engineering, or business-related discipline from an accredited institution.
Senior Strategist	The Senior Strategist is responsible for working with clients to define their goals, create a measurement framework, and crafting the strategic plan necessary for success. Working across teams, the Senior Strategist creates and oversees the execution of digital strategy/ plan through specific projects aimed at meeting the objectives of the strategy. The Senior Strategist analyzes existing metrics and designs thorough measurement models that support a client’s business strategy, marketing strategy, or other critical strategy.	At least 8 years of relevant professional experience.	Bachelor’s Degree in a technical, engineering, or business-related discipline from an accredited institution.
Strategist	The Strategist is responsible for working with the Senior Strategist (or independently) with clients to define their goals, create a measurement framework, and crafting the strategic plan necessary for success. Working across teams, the Strategist creates and oversees the execution of digital strategy/plan through specific projects aimed at meeting the objectives of the strategy. The Senior Strategist analyzes existing metrics and designs thorough measurement models that support a client’s business strategy, marketing strategy, or other critical strategy.	At least 8 years of relevant professional experience.	Bachelor’s Degree in a technical, engineering, or business-related discipline from an accredited institution.
Senior Product Manager	The Senior Product Manager is responsible for working alongside the Director, Product & Strategy or independently to define digital products/strategies to achieve client business goals. The Senior Product Manager may lead requirements gathering sessions, conduct stakeholder interviews and user research, build personas, prototypes, and design process flows to understand and analyze business and user needs to define a product roadmap. The Senior Product Manager works with cross-functional teams to create executable user stories that meet the needs of end-users, validates that the completed stories meet acceptance criteria, and ensures appropriate testing has been completed prior to release to the production environment.	At least 8 years of relevant professional experience.	Bachelor’s Degree in a technical, engineering, or business-related discipline from an accredited institution.

Title	Description	Experience	Education
Product Manager	The Product Manager is responsible for working alongside the Director, Product & Strategy and/or Senior Product Manager to define digital products/strategies to achieve client business goals. The Product Manager may lead requirements gathering sessions, conduct stakeholder interviews and user research, build personas, prototypes, and design process flows to understand and analyze business and user needs to define a product roadmap. The Product Manager explores and analyzes product issues, defines solutions and manages feature implementations in digital product development. Finally, the Product Manager participates in daily scrums, sprint planning meetings, and sprint reviews and retrospectives.	At least 5 years of relevant professional experience.	Bachelor's Degree in a technical, engineering, or business-related discipline from an accredited institution.
Senior Quality Assurance Analyst	The Senior Quality Assurance Analyst leads the testing efforts for all aspects of a developed solution by creating and executing test plans to ensure the overall quality and suitability of each software release. During the course of a project, the Senior Quality Assurance Analyst identifies potential system-wide quality issues; isolates, replicate, and reports defects and verifies defect fixes. In addition, the Senior Quality Assurance Analyst creates (or improves) artifacts, tools, templates, and approaches to work throughout the testing phase of a project.	At least 8 years of relevant professional experience.	Bachelor's Degree in a technical, engineering, or business-related discipline from an accredited institution.
Quality Assurance Analyst	The Quality Assurance Analyst leads (or supports the Senior Quality Assurance Analyst) the testing efforts for all aspects of a developed solution by creating and executing test plans to ensure the overall quality and suitability of each software release. During the course of a project, the Quality Assurance Analyst identifies potential system-wide quality issues; and isolates, replicate, and reports defects and verifies defect fixes. In addition, the Quality Assurance Analyst creates (or improves) artifacts, tools, templates, and approaches to work throughout the testing phase of a project.	At least 3 years of relevant professional experience.	Bachelor's Degree in a technical, engineering, or business-related discipline from an accredited institution.
Vice President, Creative	The Vice President, Creative is responsible for creating a cohesive vision, establishing goals, and implementing clear, executable creative strategy and designs for clients. The VP, Creative provides design leadership and direction across mediums on numerous projects, leading and working with creative teams. Working collaboratively with the account, product, and project management teams, the VP, Creative ensures the overall creative outputs adhere to the client's strategic vision and are delivered in accordance with industry best practices.	At least 12 years of relevant professional experience.	Bachelor's Degree in design, technical, engineering, or business-related discipline from an accredited institution.

Title	Description	Experience	Education
Director, Creative	The Director, Creative is responsible for creating a cohesive vision, establishing goals, and implementing clear, executable creative strategy and designs for clients. Director, Creative provides design leadership and direction across mediums. Working collaboratively with the account, product, and project management teams, the Director, Creative ensures the overall creative outputs adhere to the client’s strategic vision and are delivered in accordance with industry best practices.	At least 12 years of relevant professional experience.	Bachelor’s Degree in design, technical, engineering, or business-related discipline from an accredited institution.
Senior UX Strategist	The Senior UX Strategist provides user experience consultation and strategic guidance to project stakeholders and implementation teams by identifying user needs, preferences and objectives by using research, qualitative and quantitative analysis, and interviews to derive personas, use cases, and user journeys to inform the overall user experience and site architecture. The Senior UX Strategist provides leadership for facilitating working sessions, design reviews and collaborative design meetings; creating and delivering personas, sitemaps, user flows, wireframes and other artifacts to represent user needs and UI specifications; defining and executing research engagements (market research, customer research and usability testing) as well as usability and heuristic evaluations including usability testing, card sorting and tree testing.	At least 8 years of relevant professional experience.	Bachelor’s Degree in design, technical, engineering, or business-related discipline from an accredited institution.
Senior UX Designer	The Senior UX Designer works with cross-functional teams (product managers, engineers, graphic designers) to create easy-to-use and intuitive information architectures and interfaces. Understanding how users think and operate, the Senior UX Designer will lead the development of the overall experience for a client’s users for both digital and traditional channels. The Senior UX Designer works with the design team (or on their own) to create wireframes, mockups, and prototypes to demonstrate interaction and design concepts.	At least 8 years of relevant professional experience.	Bachelor’s Degree in design, technical, engineering, or business-related discipline from an accredited institution

Title	Description	Experience	Education
UX Designer	The UX Designer provides provide user experience consultation to project stakeholders and implementation teams by working closely with the Senior UX Designer and/or Product Manager to translate business requirements into meaningful interactive experiences. This role supports the identification of user needs, preferences and objectives by using research, qualitative and quantitative analysis, and interviews to derive personas, use cases, and user journeys to inform the overall user experience and site architecture. The UX Designer creates a range of artifacts including but not limited to creative briefs, style tiles, element collages, high fidelity mockups, style guides, pattern libraries, and HTML/CSS responsive prototypes, personas, sitemaps, user flows, wireframes and other artifacts to represent user needs and UI specifications.	At least 3 years of relevant professional experience.	Bachelor's Degree in design, technical, engineering, or business-related discipline from an accredited institution.
Senior Graphic Designer	The Senior Graphic Designer works in partnership with key stakeholders to define visual language and establish art direction that upholds any existing brand guidelines and strategies. The Senior Graphic Designer leads the creation and improvement of a range of artifacts and deliverables throughout the project life cycle, including but not limited to creative briefs, high fidelity conceptual designs and mockups, style guides, and pattern libraries. Provides leadership and education to non-design team members as someone who can elucidate design practices and processes.	At least 6 years of relevant professional experience.	Bachelor's Degree in design, technical, engineering, or business-related discipline from an accredited institution.
Graphic Designer	The Graphic Designer can work both independently or under the direction of a Senior Graphic Designer and is generally responsible for designing, developing, modifying, and manipulating graphic images, photography, logos, and icons for client projects. The Graphic Designer can lead or support design-related deliverables including but not limited to creative briefs, high fidelity conceptual designs and mockups, style guides, and pattern libraries.	At least 3 years of relevant professional experience.	Bachelor's Degree in design, technical, engineering, or business-related discipline from an accredited institution.
Vice President, Engineering	The Vice President, Engineering provides executive leadership for complex technical solutions that involve solving challenging business problems in complex technical environments. The Vice President, Engineering oversees multiple project teams and provides technical oversight and guidance across these teams. Working with a variety of teams, the Vice President, Engineering, possesses excellent team leadership capabilities, deep understanding of development processes, and emerging technologies that may be appropriate for client requirements.	At least 12 years of relevant professional experience.	Bachelor's Degree in design, technical, engineering, or business-related discipline from an accredited institution.

Title	Description	Experience	Education
Director, Engineering	The Director, Engineering is responsible for providing senior-level leadership for teams responsible for building software solutions that meet a client’s business/technical needs. The Director, Engineering is comfortable working within a variety of frameworks, talking to clients to understand their underlying technology needs, and working with the other senior technical leaders to select the tools and technologies that will meet those needs. The Director, Engineering provides technical oversight to multiple project teams ensuring code and systems are developed with appropriate levels of quality. The Director, Engineering oversees implementation and deployment to ensure the desired functionality is delivered.	At least 10 years of relevant professional experience.	Bachelor’s Degree in design, technical, engineering, or business-related discipline from an accredited institution.
Senior Developer	The Senior Developer is responsible for building software solutions that meet a client’s business/ technical needs. The Senior Developer is comfortable working within a variety of frameworks, talking to clients to understand their underlying technology needs, and working with the Software Architect (or other senior technical leadership) to select the tools and technologies that will meet those needs. The Senior Developer provides technical oversight to a team of developers, ensuring code and systems are developed with appropriate levels of quality. The Senior Developer oversees and participates in implementation, deployment and ensuring maintenance and capabilities for a system.	At least 6 years of relevant professional experience.	Bachelor’s Degree in design, technical, engineering, or business-related discipline from an accredited institution.
JavaScript Developer	The JavaScript Developer is comfortable working within a variety of frameworks, talking to clients to understand their underlying technology needs, but is particularly focused on JS-based technologies such as Hapi.js (framework), GraphQL, MySQL ORMs, and API authentication systems (e.g., JWT tokens). The JavaScript Developer may provide technical oversight to a team of developers, ensuring code and systems are developed with appropriate levels of quality. The Senior Developer oversees and participates in implementation, deployment and ensuring maintenance and capabilities for a system.	At least 3 years of relevant professional experience.	Bachelor’s Degree in design, technical, engineering, or business-related discipline from an accredited institution.

Title	Description	Experience	Education
Developer	The Developer is responsible for writing code to meet defined technical specifications working under the direction of Senior Developer or other technical lead. Working within a defined project and development process, the Developer commits code to version control systems, creates pull-requests, participates in code reviews, analyzes development requests, performs manual and/or automated tests on code to ensure it is in working order, and debugs code to improve performance against project requirements.	At least 3 years of relevant professional experience	Bachelor's Degree in design, technical, engineering, or business-related discipline from an accredited institution.
Senior DevOps Engineer	The Senior DevOps Engineer leads the architecture and delivery of scalable, secure, and highly available infrastructure for development teams and clients. Working with developers, product managers, and architects, the Senior DevOps Engineer develops documentation, diagrams, and training documents that empower developers and technical users to leverage infrastructure. Throughout a project, the Senior DevOps Engineer identifies and implements optimizations that improve performance and/or capacity and capture these as well documented or deployable best practices for the client and team.	At least 8 years of relevant professional experience.	Bachelor's Degree in technical, engineering, or business-related discipline from an accredited institution.
DevOps Engineer	The DevOps Engineer is responsible for the architecture and delivery of scalable, secure, and highly available infrastructure for development teams and clients. Working with developers, product managers, and architects, the DevOps Engineer develops documentation, diagrams, and training documents that empower developers and technical users to leverage infrastructure. Throughout a project, the DevOps Engineer implements optimizations that improve performance and/or capacity and capture these as well documented or deployable best practices for the client and team.	At least 5 years of relevant professional experience.	Bachelor's Degree in technical, engineering, or business-related discipline from an accredited institution.

Title	Description	Experience	Education
Account Director	The Account Director provides strategic management of client accounts operating as the lead point of contact for any and all matters specific to client needs. Account Directors ensure the quality and overall value of solutions are meeting client needs and objectives. By building and maintaining strong, long-lasting client relationships, the Account Director plays the role of a trusted advisor and helps identify future opportunities for additional client capabilities as well as operational support to ensure timely and accurate execution of the staffing, contracts, and invoicing processes.	At least 8 years of relevant professional experience.	Bachelor's Degree in technical, engineering, or business-related discipline from an accredited institution.
Account Manager	The Account Manager oversees the strategic alignment of all work executed for a client account, ensuring that the client team and Phase2 are on the same page and that client goals, objectives, and needs are properly aligned. Working independently or in coordination with the Account Director, the Account Manager helps identify future opportunities for additional client capabilities as well as operational support to ensure timely and accurate execution of the staffing, contracts, and invoicing processes.	At least 3 years of relevant professional experience.	Bachelor's Degree in technical, engineering, or business-related discipline from an accredited institution.
Technical Associate	The Technical Associate provides support for a variety of coordination, development, design, and other project-related tasks working under the direction of senior staff. The Associate Consultant may be responsible for schedules meetings, takes notes, and coordinates project-related meetings with both Phase2 and client stakeholders. In addition, the Associate Consultant may provide more technical and/or design related support such as supports requirement gathering sessions, stakeholder interviews and user research, building personas, prototypes, and designing process flows. In addition, they may also commit code to version control systems, create pull-requests, participate in code reviews, analyze development requests, perform manual and/or automated tests on code to ensure it is in working order, and debug code to improve performance against project requirements.	At least 1 year of relevant professional experience.	Associate's Degree in a technical, engineering, design or business-related discipline from an accredited institution.

**Phase2 Technology, LLC**  
**IT SERVICES GSA AUTHORIZED PRICELIST**  
**SPECIAL ITEM NUMBER 54151S**

<b>Labor Category</b>	<b>2/18/20 – 2/17/21</b>	<b>2/18/21 – 2/17/22</b>	<b>2/18/22 – 2/17/23</b>	<b>2/18/23 – 2/17/24</b>	<b>2/18/2 – 2/17/25</b>
VP Product & Strategy	\$214.11	\$218.39	\$222.76	\$227.21	\$231.75
Director Product & Strategy	\$206.30	\$210.42	\$214.63	\$218.92	\$223.30
Senior Project Manager	\$152.27	\$155.31	\$158.42	\$161.59	\$164.82
Project Manager	\$127.71	\$130.26	\$132.87	\$135.52	\$138.24
Technical Associate	\$90.68	\$92.49	\$94.34	\$96.23	\$98.16
Sr. Strategist	\$171.91	\$175.35	\$178.86	\$182.44	\$186.09
Strategist	\$148.36	\$151.33	\$154.36	\$157.44	\$160.59
Sr. Product Manager	\$171.91	\$175.35	\$178.86	\$182.44	\$186.09
Product Manager	\$148.36	\$151.33	\$154.36	\$157.44	\$160.59
Sr. QA Analyst	\$148.36	\$151.33	\$154.36	\$157.44	\$160.59
QA Analyst	\$122.80	\$125.25	\$127.76	\$130.31	\$132.92
VP Creative	\$214.11	\$218.39	\$222.76	\$227.21	\$231.75
Director Creative	\$204.03	\$208.11	\$212.27	\$216.52	\$220.85
Sr. UX Strategist	\$192.80	\$196.65	\$200.58	\$204.60	\$208.69
Sr. UX Designer	\$171.91	\$175.35	\$178.86	\$182.44	\$186.09
UX Designer	\$141.71	\$144.55	\$147.44	\$150.39	\$153.39
Senior Graphic Designer	\$163.10	\$166.36	\$169.69	\$173.08	\$176.54
Graphic Designer	\$140.25	\$143.06	\$145.92	\$148.84	\$151.81
VP Engineering	\$214.11	\$218.39	\$222.76	\$227.21	\$231.75
Director of Engineering	\$221.03	\$225.45	\$229.96	\$234.56	\$239.25
Software Architect	\$205.79	\$209.91	\$214.11	\$218.39	\$222.76
Senior Developer	\$172.29	\$175.74	\$179.25	\$182.84	\$186.49
JS Developer (React, Node, Angular)	\$152.27	\$155.31	\$158.42	\$161.59	\$164.82
Developer	\$142.44	\$145.29	\$148.20	\$151.16	\$154.19
Sr. DevOps Engineer	\$191.56	\$195.39	\$199.30	\$203.29	\$207.35
DevOps Engineer	\$162.09	\$165.33	\$168.64	\$172.01	\$175.45
Account Director	\$172.90	\$176.35	\$179.88	\$183.48	\$187.15
Account Manager	\$153.78	\$156.85	\$159.99	\$163.19	\$166.45



# TERMS AND CONDITIONS APPLICABLE TO:

## HEALTH INFORMATION TECHNOLOGY (IT) SERVICES (SPECIAL ITEM NUMBER 54151HEAL)

### 1. SCOPE

- a. The labor categories, prices, terms and conditions stated under Special Item Number 54151HEAL Health Information Technology Services apply exclusively to Health IT Services within the scope of this Information Technology Schedule.
- b. This SIN is limited to Health IT Services only. Software and hardware products are out of scope. Hardware and software can be acquired through different Special Item Numbers on IT Schedule 70 (e.g. 132-32, 132-33, 132-8).
- c. This SIN provides ordering activities with access to Health IT services.
- d. Health IT Services provided under this SIN shall comply with all Healthcare certifications and industry standards as applicable at the task order level.
- e. 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. ORDER

- a. Agencies may use written orders, Electronic Data Interchange (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.

### 3. PERFORMANCE OF SERVICES

- a. The Contractor shall commence performance of services on the date agreed to by the Contractor and the ordering activity. All Contracts will be fully funded.
- 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 Health 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. All travel will be agreed upon with the client prior to the Contractor's travel.

### 4. INSPECTION OF SERVICES

The Contractor shall commence performance of services on the date agreed to by the Contractor and the ordering activity. All Contracts will be fully funded.

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.

### 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. If the end product of a task order is software, then FAR 52.227-14 (Dec 2007) Rights in Data – General, may apply.

## 6. RESPONSIBILITIES OF THE ORDERING ACTIVITY

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

## 7. INDEPENDENT CONTRACTOR

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

## 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 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.

## 9. INVOICES

The Contractor, upon completion of the work ordered, shall submit invoices for Health 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.

## 10. RESUMES

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

## 11. INCIDENTAL SUPPORT COSTS

Incidental support costs are not considered part of 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.

## 12. 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.

## 13. EDUCATION SUBSTITUTION LANGUAGE

### Degree may be substituted as follows:

a. Associate Degree = 2 years experience. Bachelor Degree = 4 years experience. Masters Degree = 6 years experience. PHD = 8 years experience

### Education may be substituted as follows:

b. 2 years experience = Associate Degree. 4 years experience = Bachelor Degree. 6 years experience = Masters Degree. 8 years experience = PHD.

**14. DESCRIPTION OF HEALTH IT SERVICES AND PRICING**

SIN 54151HEAL HEALTH IT SERVICES

Title	Description	Experience	Education
Senior Strategist (Health)	The Senior Strategist is responsible for working with clients to define their goals, create a measurement framework, and crafting the strategic plan necessary for success. Working across teams, the Senior Strategist creates and oversees the execution of digital strategy/plan through specific projects aimed at meeting the objectives of the strategy. The Senior Strategist analyzes existing metrics and designs thorough measurement models that support a client’s business strategy, marketing strategy, or other critical strategy.	At least 8 years of relevant professional experience, including at least 1 year of working on health or similar-type use-cases.	Bachelor’s Degree in a technical, engineering, or business-related discipline from an accredited institution.
Strategist (Health)	The Strategist is responsible for working with the Senior Strategist (or independently) with clients to define their goals, create a measurement framework, and crafting the strategic plan necessary for success. Working across teams, the Strategist creates and oversees the execution of digital strategy/plan through specific projects aimed at meeting the objectives of the strategy. The Senior Strategist analyzes existing metrics and designs thorough measurement models that support a client’s business strategy, marketing strategy, or other critical strategy.	At least 8 years of relevant professional experience, including at least 1 year of working on health or similar-type use-cases.	Bachelor’s Degree in a technical, engineering, or business-related discipline from an accredited institution.
Senior Product Manager (Health)	The Senior Product Manager is responsible for working alongside the Director, Product & Strategy or independently to define digital products/strategies to achieve client business goals. The Senior Product Manager may lead requirements gathering sessions, conduct stakeholder interviews and user research, build personas, prototypes, and design process flows to understand and analyze business and user needs to define a product roadmap. The Senior Product Manager works with cross-functional teams to create executable user stories that meet the needs of end-users, validates that the completed stories meet acceptance criteria, and ensures appropriate testing has been completed prior to release to the production environment.	At least 8 years of relevant professional experience, including at least 1 year of working on health or similar-type use-cases.	Bachelor’s Degree in a technical, engineering, or business-related discipline from an accredited institution.

Title	Description	Experience	Education
Quality Assurance Analyst (Health)	The Quality Assurance Analyst leads (or supports the Senior Quality Assurance Analyst) the testing efforts for all aspects of a developed solution by creating and executing test plans to ensure the overall quality and suitability of each software release. During the course of a project, the Quality Assurance Analyst identifies potential system-wide quality issues; and isolates, replicate, and reports defects and verifies defect fixes. In addition, the Quality Assurance Analyst creates (or improves) artifacts, tools, templates, and approaches to work throughout the testing phase of a project.	At least 3 years of relevant professional experience, including at least 1 year of working on health or similar-type use-cases.	Bachelor's Degree in a technical, engineering, or business-related discipline from an accredited institution.
Senior UX Strategist (Health)	The Senior UX Strategist provides user experience consultation and strategic guidance to project stakeholders and implementation teams by identifying user needs, preferences and objectives by using research, qualitative and quantitative analysis, and interviews to derive personas, use cases, and user journeys to inform the overall user experience and site architecture. The Senior UX Strategist provides leadership for facilitating working sessions, design reviews and collaborative design meetings; creating and delivering personas, sitemaps, user flows, wireframes and other artifacts to represent user needs and UI specifications; defining and executing research engagements (market research, customer research and usability testing) as well as usability and heuristic evaluations including usability testing, card sorting and tree testing.	At least 8 years of relevant professional experience, including at least 1 year of working on health or similar-type use-cases.	Bachelor's Degree in design, technical, engineering, or business-related discipline from an accredited institution.
UX Designer (Health)	The UX Designer provides user experience consultation to project stakeholders and implementation teams by working closely with the Senior UX Designer and/or Product Manager to translate business requirements into meaningful interactive experiences. This role supports the identification of user needs, preferences and objectives by using research, qualitative and quantitative analysis, and interviews to derive personas, use cases, and user journeys to inform the overall user experience and site architecture. The UX Designer creates a range of artifacts including but not limited to creative briefs, style tiles, element collages, high fidelity mockups, style guides, pattern libraries, and HTML/CSS responsive prototypes, personas, sitemaps, user flows, wireframes and other artifacts to represent user needs and UI specifications.	At least 3 years of relevant professional experience, including at least 1 year of working on health or similar-type use-cases.	Bachelor's Degree in design, technical, engineering, or business-related discipline from an accredited institution.

Title	Description	Experience	Education
Senior Developer (Health)	The Senior Developer is responsible for building software solutions that meet a client’s business/ technical needs. The Senior Developer is comfortable working within a variety of frameworks, talking to clients to understand their underlying technology needs, and working with the Software Architect (or other senior technical leadership) to select the tools and technologies that will meet those needs. The Senior Developer provides technical oversight to a team of developers, ensuring code and systems are developed with appropriate levels of quality. The Senior Developer oversees and participates in implementation, deployment and ensuring maintenance and capabilities for a system.	At least 6 years of relevant professional experience including at least 1 year of working on health or similar-type use-cases.	Bachelor’s Degree in design, technical, engineering, or business-related discipline from an accredited institution.
Developer (Health)	The Developer is responsible for writing code to meet defined technical specifications working under the direction of Senior Developer or other technical lead. Working within a defined project and development process, the Developer commits code to version control systems, creates pull-requests, participates in code reviews, analyzes development requests, performs manual and/or automated tests on code to ensure it is in working order, and debugs code to improve performance against project requirements.	At least 3 years of relevant professional experience, including at least 1 year of working on health or similar-type use-cases.	Bachelor’s Degree in design, technical, engineering, or business-related discipline from an accredited institution.

**Phase2 Technology, LLC**  
**IT SERVICES GSA AUTHORIZED PRICELIST**  
**SPECIAL ITEM NUMBER 54151HEAL**

<b>Labor Category</b>	<b>2/18/20 - 2/17/21</b>	<b>2/18/21 - 2/17/22</b>	<b>2/18/22 - 2/17/23</b>	<b>2/18/23 - 2/17/24</b>	<b>2/18/24 - 2/17/25</b>
Sr. Strategist (Health)	\$171.91	\$175.35	\$178.86	\$182.44	\$186.09
Strategist (Health)	\$148.36	\$151.33	\$154.36	\$157.44	\$160.59
QA Analyst (Health)	\$119.65	\$122.04	\$124.48	\$126.97	\$129.51
Sr. UX Strategist (Health)	\$211.21	\$215.43	\$219.74	\$224.14	\$228.62
UX Designer (Health)	\$141.71	\$144.55	\$147.44	\$150.39	\$153.39
Senior Developer (Health)	\$176.83	\$180.36	\$183.97	\$187.65	\$191.40
Developer (Health)	\$142.44	\$145.29	\$148.20	\$151.16	\$154.19