

HOW TO ORDER IT PROFESSIONAL SERVICES FROM IT NOBLE, INC. USING GSA IT SCHEDULE 70

THE GSA IT SCHEDULE 70 ORDERING PROCESS

Step 1: Customer consults with IT Noble, Inc. professionals to develop the Statement of Work (SOW) and provides it to the Contracting Office Technical Representative/Contracting Office Representative (COTR/COR).

Step 2: COTR/COR reviews documentation and forwards with funding documents to Contracting Office.

Step 3: Contracting Office requests quote from IT Noble, Inc.

Step 4: IT Noble, Inc. provides quote – and technical proposal, if applicable – to Contracting Office for evaluation and award.

Step 5: Contracting Office awards and distributes documentation to IT Noble, Inc.

Step 6: Project Starts.

Address:	IT Noble, Inc. ATTN: GSA Schedule 70 107 Bulifants Blvd., Suite B Williamsburg, VA 23188-5710
Phone:	757-903-2414 (office) 757-897-3207 (cell)
Fax:	757-903-2418

E-mail:	<u>GSA Schedule 70</u> NOTE for Mark: Need to set up ASAP the following email address to match the email hyperlink: gsa@itnoble.com
GSA Schedule 70 General Information:	<u>Online GSA Schedule 70 Website</u>

NOTE: See section below for planning purposes and for use in ordering IT professional services from IT Noble. Please contact an IT Noble representative if you have questions or need any additional information.

**GENERAL SERVICES ADMINISTRATION
FEDERAL SUPPLY SERVICE
AUTHORIZED FEDERAL SUPPLY SCHEDULE CATALOG/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 is available through **GSA Advantage!**, a menu-driven database system. The INTERNET address for **GSA Advantage!** is <http://www.gsaadvantage.gov>

SCHEDULE TITLE: Federal Supply Schedule 70 – General Purpose Commercial Information Technology Equipment, Software, and Services

IT NOBLE, INC. CONTRACT NUMBER: **GS-35F-119GA**

CONTRACT PERIOD: January 1, 2017 – December 31, 2021

For more information on ordering from Federal Supply go to this website: www.gsa.gov/schedules

CONTRACTOR: IT Noble, Inc.
107 Bulifants Blvd., Suite B
Williamsburg, VA 23188-5710
Phone number: 757-903-2414 (o)
757-897-3207 ©
Fax number: 757-903-2418

E-Mail: mmoore@itnoble.com & rgirardi@itnoble.com

CONTRACTOR'S ADMINISTRATION SOURCE: Mark Moore, President

107 Bulifants Blvd., Suite B

Williamsburg, VA 23188-5710

Phone number: 757-903-2414 (o)

757-897-3207 (c)

Fax number: 757-9093-2418

E-Mail: mmoore@itnoble.com

BUSINESS SIZE: Small business concern

CUSTOMER INFORMATION:

1a. TABLE OF AWARDED SPECIAL ITEM NUMBERS (SINs)

SIN	DESCRIPTION
132-51	Information Technology Professional Services

1b. LOWEST PRICED MODEL NUMBER AND PRICE FOR EACH SIN:

(Government net price based on a unit of one)

N/A (No Products are Offered)

1c. HOURLY RATES (Services only):

Any non-professional services proposed must be incidental to and in direct support of the proposed professional services.

- **NOTE: Labor Category Hourly Rates listed below for IT Professional Services are for BOTH the Government Site and the IT Noble, Inc. Contractor Site and include the Industrial Funding Fee (IFF) of 0.0075% in the Hourly Rate.**

No.	Labor Category	Hourly Rate
1	IT Engineering / Network Technician III	\$78.86
2	IT System Design Engineer I	\$81.59
3	IT Systems Administrator I	\$70.51
4	IT Subject Matter Specialist III	\$79.03

2. MAXIMUM ORDER*: \$500,000 per SIN

NOTE TO ORDERING ACTIVITIES: *If the best value selection places your order over the Maximum Order identified in this catalog/pricelist, you have an opportunity to obtain a better schedule contract price. Before placing your order, contact IT Noble, Inc. for a better price. IT Noble, Inc. may (1) offer a new price for this requirement (2) offer the lowest price available under this contract or (3) decline the order. A delivery order that exceeds the maximum order may be placed under the schedule contract in accordance with FAR 8.404.

3. MINIMUM ORDER: \$100.00

4. GEOGRAPHIC COVERAGE:

Worldwide

5. POINT(S) OF PRODUCTION:

N/A (Services only are provided)

6. DISCOUNT FROM LIST PRICES:

IT Noble, Inc. GSA Net Prices are shown in the below GSA Pricelist. Negotiated discount has been applied and the IFF has been added.

IT NOBLE, INC. GSA IT PROFESSIONAL SERVICES PRICELIST

AND LABOR CATEGORY DESCRIPTIONS

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NO	LABOR CATEGORY	MINIMUM EXPERIENCE	FUNCTIONAL RESPONSIBILITY	MINIMUM EDUCATION
1	IT Engineering / Network Technician III	Must have a minimum of four (4) years of Information Technology (IT)-related experience.	Functional Responsibility is IT-related/focused. Includes Engineering, Network and User Tech Support Techs. ENG – Prepares designs and specifications for various complex equipment or systems. Plans approach to solve design problems; conceives and recommends new design techniques; resolves design problems with contract personnel. Designs and coordinates test set-ups and experiments to prove or disprove the feasibility of preliminary design. NET – Ensures performance of the telecommunications network through constant monitoring of traffic, performance, and network configurations. Takes corrective action to re-route traffic when problems occur and works with network engineering to resolve issues. Advises customer and contractor personnel of company requirements for products and services, support equipment, and installations. Directs regular, special, and integrated system test programs. Prepares and conducts special reports and presentations pertinent to company products and services, field operations, or other applications. Plans, prepares, and conducts on-the-job training as required in support of these activities.	Minimum Education required is Associate's Degree, plus one (1) year of IT-related experience. Two (2) years of IT specialized experience may be substituted for a degree.

2	IT System Design Engineer I	Must have a minimum of two (2) years of Information Technology (IT)-related experience, including good understanding of the underlying principles of Systems Engineering, Functional Analysis, or Information Engineering.	Functional Responsibility is IT-related/focused. Assists more experienced Information/Systems Engineer/Functional Analyst in applying methods, theories, and research techniques in the investigation and solution of system design requirements and problems requiring the application of expert knowledge. Analyzes and evaluates user requirements by coordinating with the user to define the problem, data availability, report requirements, and system design problems. Defines system objectives and prepares system design specifications. Analyzes alternative means of deriving input data to select the most accurate, feasible, and economical methods. Performs process and data modeling using both manual and Computer Aided System Engineering (CASE) tools. Applies reverse engineering and reengineering disciplines to develop migration, strategic, and planning documents. Defines input and output file specifications including file organization. Defines controls, conversion procedures, and system implementation plans. Assignments are generally of limited scope and reviewed by more experienced engineers.	Minimum Education required is a Bachelor's Degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline, plus two (2) years of IT-related experience. With at least four (4) years of IT specialized experience, a degree is NOT required.
3	IT Systems Administrator I	Must have a minimum of one (1) year of Information Technology (IT)-related experience, including knowledge in computer systems administration.	Functional Responsibility is IT-related/focused. Administers the operation of business systems that may be mainframe-, mini-, or client/server-based Troubleshoots computer-related problems and, as necessary, contacts appropriate service representatives to resolve systems problems. Installs hardware and software, as needed. Performs backups, database administration, and file recovery. Provides assistance to users in accessing and using business systems. Routes complex problems to more experienced technical specialists.	Minimum Education required is a Bachelor's Degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline, plus one (1) year of IT-related experience. With four (4) years of overall IT-related experience, including two (2) years in computer systems administration, a degree is NOT required.

4	IT Subject Matter Specialist III	Must have a minimum of seven (7) years of Information Technology (IT)-related experience, six (6) years of which must be related to the Subject or Client environment, to include specific knowledge in emerging or current technology.	Functional Responsibility is IT-related/focused. Using line of business, functional area, or specialized technology expertise, analyzes, plans and establishes requirements; performs functional modeling; and assists with developing procedures and functional architectures. Applies knowledge of state-of-the-art technology to process studies and analysis projects. Analyzes client requirements and assists with developing recommendations for development, systems improvements, operational optimizations or acquisition strategies. Assists client in developing strategic plans and concepts relative to the particular area of expertise. Demonstrates good oral and written communication skills. Provides direction and specific support the Project or Program team.	Minimum Education required is an Associate's Degree in a related technical field along with appropriate certification, plus seven (7) years of IT-related experience. Two (2) years of IT specialized experience may be substituted for a degree.
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7. QUANTITY DISCOUNT(S): 1.5% for \$150K

8. PROMPT PAYMENT TERMS: 0.5%-20/Net 30

9.a Government Purchase Cards must be accepted at or below the micro-purchase threshold.

9.b Government Purchase Cards are accepted above the micro-purchase threshold. Contact IT Noble, Inc. for limit.

10. FOREIGN ITEMS: N/A

11a. TIME OF DELIVERY: As negotiated between IT Noble, Inc. and agency.

11b. EXPEDITED DELIVERY: All items listed in the above price list are available for expedited delivery based on negotiation with IT Noble, Inc.

11c. OVERNIGHT AND 2-DAY DELIVERY: Overnight and 2-day delivery are available. Contact IT Noble, Inc. to negotiate rates.

11d. URGENT REQUIRMENTS: Agencies can contact IT Noble, Inc.'s representative to affect a faster delivery. Customers are encouraged to contact IT Noble for the purpose of requesting accelerated delivery.

12. FOB POINT: Destination

13a. ORDERING ADDRESS:

Same as listed above for IT Noble, Inc.

13b. ORDERING PROCEDURES: Ordering activities shall use the ordering procedures described in Federal Acquisition Regulation 8.405-3 when placing an order or establishing a BPA for supplies or services. The ordering procedures, information on Blanket Purchase Agreements (BPA's) and a sample BPA can be found at the GSA/FSS Schedule Homepage (fss.gsa.gov/schedules).

14. PAYMENT ADDRESS:

Same as listed above for IT Noble, Inc.

15. WARRANTY PROVISION: Services only provided, so N/A.

16. EXPORT PACKING CHARGES: N/A

16. TERMS AND CONDITIONS OF GOVERNMENT PURCHASE CARD ACCEPTANCE:

See 9a and 9b above.

17. TERMS AND CONDITIONS OF RENTAL, MAINTENANCE, AND REPAIR (IF APPLICABLE):

N/A

18. **TERMS AND CONDITIONS OF INSTALLATION (IF APPLICABLE):** N/A
19. **TERMS AND CONDITIONS OF REPAIR PARTS INDICATING DATE OF PARTS PRICE LISTS AND ANY DISCOUNTS FROM LIST PRICES (IF AVAILABLE):** N/A
20. **TERMS AND CONDITIONS FOR ANY OTHER SERVICES (IF APPLICABLE):** N/A
21. **LIST OF SERVICE AND DISTRIBUTION POINTS (IF APPLICABLE):** N/A
22. **LIST OF PARTICIPATING DEALERS (IF APPLICABLE):** N/A
23. **PREVENTIVE MAINTENANCE (IF APPLICABLE):** N/A
- 24a. **SPECIAL ATTRIBUTES SUCH AS ENVIRONMENTAL ATTRIBUTES (e.g. recycled content, energy efficiency, and/or reduced pollutants):** N/A
- 24b. **Section 508 Compliance for Electronic and Information Technology (EIT):** N/A
25. **DUNS NUMBER:** 968274733
26. **NOTIFICATION REGARDING REGISTRATION IN SYSTEM FOR AWARD MANAGEMENT (SAM) DATABASE:** IT Noble, Inc. has an Active Registration in the SAM database.