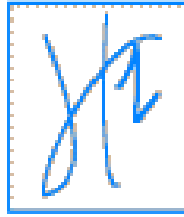




Schedule



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

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

SIN	DESCRIPTION	FSC CLASS/FPDS CODE
132-51	IT Professional Services	D302, D306, D308 & D311

**Horizon Industries, Limited**

8245 Boone Blvd. Ste. 300  
Vienna, VA 22182

(TEL) 703.242.3022 (FAX) 703.242.2325  
[www.hil.us](http://www.hil.us)

**Contract No.: GS-35F-0437M**

**Period Covered by Contract: April 22, 2012 through April 21, 2017**

**Pricelist current through Modification # 36, dated March 10, 2016**

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

**Business Classification: Minority Owned Small Business**

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**CUSTOMER INFORMATION:**

**1a. Table of awarded special item number(s) with appropriate cross-reference to item descriptions and awarded price(s).**

<b>SIN</b>	<b>Description</b>	<b>Reference</b>
132-51	IT Professional Services	Page 11

**1b.**

<b>Lowest Priced Labor Category</b>	<b>Price</b>
Technical Writer	\$51.69/hr.

**1c. Description of IT Services**

1. **Program Manager - Minimum/General Experience:** Possesses thorough knowledge of IT processes, principles and practices involved in computer-aided technical solutions. Must have an understanding of systems analysis, cost analysis and processes relevant to planned assignments. Has a minimum of three years working experience in a technical management capacity. Has demonstrated information technology expertise and communication skills to be able to interface with all levels of management. **Functional Responsibility:** Works to assist customer's key management and lead personnel to realize maximum benefit from an investment in IT equipment, personnel and business processes. Provides expert guidance in analysis, strategic planning, quality management, change management, business process re-engineering and the design of information technology architectures. Conducts needs analysis, functional, technical and logical analysis, feasibility studies, cost-benefit studies, life cycle analysis, briefings and presentations, report writing and post-implementation projects. Manages multidisciplinary projects from inception to final deliverable, involving lead computer engineers, systems analysts and computer programmers, business analysts to achieve an integrated IT solution to customer's requirements. Organizes, directs, and coordinates planning and execution of all program/technical support activities. Simultaneously plans and manages transition of several highly technical projects. Establishes or alters (as necessary) management structure to effectively direct program/technical support activities. Meets and confers with client management regarding the status of specific program/technical activities as well as problems, issues, or conflicts requiring resolution. **Minimum Education:** Masters Degree in Computer Science or Equivalent Experience.

2. **Systems Analyst - Minimum/General Experience:** Minimum of 2 years technical experience. Possesses vast experience in evaluating, developing and/or analyzing information systems (IS) or information technology (IT), financial analysis and business process modeling. This experience includes the use of client-server systems, distributed databases, both wide-area and local-area communications, and a performance-based acquisition process. A person in this category is expected to have knowledge of quality assurance standards, testing strategies, and certification compliance. **Functional Responsibility:** Analyzes information system processing and design requirements across a range of capabilities, including numerous engineering, technical, business, and records management functions. Develops plans for information systems from project inception to conclusion. Analyzes system problems, support requirements, and the information to be processed. Conducts needs analysis, functional, technical and logical analysis, feasibility studies, cost-benefit studies, life cycle analysis, briefings and presentations, report writing and post-implementation projects. Defines the problem/support needed, and develops system requirements and program specifications, from which programmers prepare detailed flow charts, programs, and tests. Coordinates closely with programmers, business process owners and software engineers to

ensure implementation of program and systems specifications. Develops business process charts, performs financial modeling, and assist with change management. Provides evaluation on a technical, functional, or cost basis for system design, development, and/or maintenance. Assists with and/or performs database design and development. Minimum Education: Bachelor's Degree Computer Science, Computer Information Systems, Business, Mathematics, or Equivalent Technical Studies/experience.

3. **Program Specialist - Minimum/General Experience**: Minimum of 1 year technical experience. IT/Financial specialist with working experience in finance, business analysis, systems functional analysis, quality management, database development, or data administration/standardization. Acquired skills include computer modeling and simulation. Trained in technical, cost, or business discipline specific to assignment. Working knowledge and/or familiarity with systems acquisition and RFP process. Functional Responsibility: Participates in the analysis of functional business/technical applications and design specifications for functional activities. Performs detailed financial and economic modeling. Interacts with functional and technical personnel to translate detailed design into computer application software. Provides unique and/or in-depth technical or business analysis and technical/business report development support within subject-matter areas requiring leading-edge or state-of-the-art technical and business expertise. May support a wide variety of technical and business assignments based on the specific needs of the task's requirements. Analyzes information system user needs to determine functional requirements. Performs functional allocation to identify required tasks and their interrelationships. Identifies resources and costs required for each information system development and/or maintenance task. Evaluates systems and business processes to conduct Fit-Gap or other related analysis. Prepares plans for COTS implementations including transition plans and staffing requirements. Minimum Education: Bachelor's Degree in Computer Science, Information Systems, Engineering, Business, or other related discipline, or Equivalent Experience in a technical or business discipline.

4. **Documentation Specialist - Minimum/General Experience**: Ability to apply the disciplines of operations research to the analysis of problems. Acquired skills include computer modeling and simulation, data collection and statistical analysis, evaluation of strategies and tactics under risk scenarios, test planning and conduct, etc. Possesses skills utilizing software for the preparation of documents, spreadsheets, flow charts/diagrams, database structures, and presentations. Has strong organizational skills, experience utilizing project management software and knowledge of the Federal Acquisition process. Functional Responsibility: Participates in the performance of needs analysis, functional, technical and logical analysis, feasibility studies, cost-benefit studies, life cycle analysis, briefings and presentations, report writing and post-implementation projects. Assists with all stages of source selection and the proposal process including the preparation of Requests for Information (RFI), Requests for Proposals (RFP) and Requests for Quotations (RFQ). Manages the data collection process and the development and maintenance of databases to support program/project management, data compilation, and the creation of final deliverables. Minimum Education: Bachelor's Degree or Equivalent Experience

5. **Technical Writer - Minimum/General Experience**: Requires a minimum of 2 years' experience in technical research and writing. Must possess skills utilizing software for the preparation of documents, spreadsheets, flow charts/diagrams, database structures, and presentations. Has proven organizational skills, experience utilizing project management software and knowledge of the Federal Acquisition process. Functional Responsibility: Gathers, analyzes, and composes technical and financial information required for project engagements. Assist with/creates presentations, user manuals, help documentation, training materials, and installation guides. Assists with the development of technology related procurements. Provides assistance in preparing proposals, Requests for Information (RFI), Requests for Proposals (RFP) and Requests

for Quotations (RFQ), presentations, reports and other client deliverables/documents as appropriate. Minimum Education: Associate Degree or Equivalent Experience

6. **Senior IT Analyst/Designer** – Minimum/General Experience: Requires seven years of application team experience. May team lead or serve as a project manager, including planning tasks, assigning resources to the task, monitoring and tracking progress, and informing project management on all project activities. Possess a thorough knowledge of IT processes, principles and practices involved in technical solutions. Has an understanding of systems analysis, cost analysis and processes relevant to planned assignments. Has demonstrated information technology expertise and communication skills to be able to interface with all levels of management. Functional Responsibility: Perform business and technical analyst functions, including workshop facilitation, business process data validation, application testing from a functional business area perspective, program development, unit testing of the application code from a technical perspective, work group/work session participation, and delivery of technical and business solutions. Implements data bases that are the result of business system planning and data requirement planning. Provides for systems development and data base administration groups the future business strategies as seen from a data point of view. Assists with the analysis of information system baseline and perform a “gap analysis” between the baseline, the user operational requirements and the operating capability of enterprise application product sets. Also perform business and technical designer functions, including making contribution to both the business and technical architecture components of the solution, supporting industry/functional area/business process specialists and experts, supporting architecture/product/technology specialists and experts, and review/assess enterprise solution products for accuracy and consistency. Provides work direction and guidance to other personnel; ensures accuracy of the work of other personnel, operates under deadlines, able to work on multiple tasks. Minimum Education: Master’s Degree in Computer Science, Computer Information Systems, Business, Mathematics, or Equivalent Technical Studies/experience.

**NOTE:** Unless otherwise stated within the individual labor category Minimum Education description, one year of additional and directly applicable work experience may be substituted for one year of college education. For example, four years of additional and directly applicable work experience may be substituted for a Bachelor Degree requirement.

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

3. Minimum order: **\$100.00**

4. Geographic coverage: **Domestic Delivery Only**

5. Point(s) of production: **Vienna, Fairfax County, Virginia**

6. Discount from list prices or statement of net price: **Prices shown are net, discounts have been applied.**

7. Quantity Discounts. **1% discount for Task Orders > \$4M; Additional 2% for Task Orders > \$5M**

8. Prompt payment terms. **2% Net 15 days from receipt of invoice or date of acceptance, whichever is later.**

b. 9a & Notification that Government purchase cards are accepted at or below the micro-purchase threshold. **Horizon Industries accepts credit card payment below and above the micro purchase threshold.**

10. Foreign items (list items by country of origin). **N/A**

11a. Time of delivery. **Horizon Industries shall deliver to destination within the number of calendar days specified on the order and as negotiated between the ordering activity and Horizon Industries.**

11b. Expedited Delivery. **If Horizon resources are available, Horizon Industries shall deliver services as soon as possible.**

11c. Overnight and 2-day delivery. **If Horizon resources are available, the customer may contact Horizon for rates for overnight and 2-day delivery.**

11d. **Urgent Requirements. Agencies may contact Horizon for any urgent requirement.**

12. **F.O.B. point(s). Destination**

13a. Ordering address(es): **Horizon Industries Limited, 8245 Boone Blvd., Suite 300, Vienna, VA 22182**

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(es): **Horizon Industries Limited, 8245 Boone Blvd., Suite 300, Vienna, VA 22182**

15. Warranty provision. **N/A**

16. Export packing charges, if applicable. **N/A**

17. Terms and conditions of Government purchase card acceptance (any thresholds above the micro-purchase level). **N/A**

18. Terms and conditions of rental, maintenance, and repair (if applicable). **N/A**

19. Terms and conditions of installation (if applicable). **N/A**

20. Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices (if applicable). **N/A**

20a. 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. 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: **965557507**

26. Notification regarding registration in Central Contractor Registration (CCR) database. **Horizon Industries is registered in the System for Award Management (SAM).**

## **TERMS AND CONDITIONS APPLICABLE TO INFORMATION TECHNOLOGY (IT) PROFESSIONAL SERVICES (SIN 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.

b. Pricing for all IT Professional Services shall be in accordance with the Contractor's customary commercial practices; e.g., hourly rates, monthly rates, term rates, and/or fixed prices, minimum general experience and minimum education.

#### **Company Overview**

Horizon Industries employs the most current technology for business-based solutions in the areas of information technology, logistics and transportation, software development, systems integration and web development services. Our expertise includes systems design and development, database design and development, systems related financial and economic analysis, ERP Implementation, web development and project management.

Horizon Industries service offerings have been organized into six major categories and staffed with highly qualified, experienced professionals and leaders in our profession. These resources, combined with our targeted service model structure, allow us to deliver the support you need, where you need it and when you need it.

#### **Service Offerings**

- Financial Modeling
- Economic Analysis

- ❑ e-Business Consulting
- ❑ Systems Design and Development
- ❑ ERP Implementation
- ❑ Systems Related Change Management

**B. Professional Services Pricing**

<b>Labor Category</b>	<b>Hourly Rate</b>
Program Manager	\$165.04
Systems Analyst	\$135.50
Program Specialist	\$104.44
Documentation Specialist	\$73.70
Technical Writer	\$51.69
Senior IT Analyst/Designer	\$174.56