

# Authorized Federal Acquisition Service Information Technology Schedule Pricelist

General Services Administration  
Federal Acquisition Service  
Information Technology Schedule, Group 70

Contract Period: October 22, 2014 to October 21, 2019



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Contract Number: GS-35F-035CA



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## **GENERAL SERVICES ADMINISTRATION**

### **Federal Supply Service**

#### **Authorized Federal Supply Schedule Price List**

On-line access to contract ordering information, terms and conditions, up-to-date pricing, and the option to create an electronic delivery order are available through GSA Advantage, 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**

**FSC GROUP Class 70, STANDARD INDUSTRY GROUP: 70**

**FSC Product code: D399**

### **Strategy and Management Services, Inc.**

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

Products and ordering information in this Authorized Information Technology Schedule Pricelist are also available on the GSA Advantage! System (<http://www.gsaadvantage.gov>).

Contractor's internet address/web site where schedule information can be found: [www.dbsinc.us](http://www.dbsinc.us)

## Federal Services Overview

Strategy and Management Services, Inc. (SAMS) provides services and solutions addressing the diverse needs of Federal agencies and industry partners through our dedicated, highly skilled professional staff. We strive to inspire creativity and innovation with our Information Technology Services striving towards effective outcomes and efficient execution.

### Core Competencies

- **Operations and Program Support**
  - Acquisition and Contract Management
  - Administrative Support
  - SETA Support
  - Business Process Assessment and Reengineering
  - Strategic Planning and Execution
  - Program and Project Management
- **Information Technology Services**
  - Enterprise Architecture and Governance
  - Helpdesk Support
  - Test and Evaluation Support
  - Independence Verification and Validation
  - Technology Transition Planning
- **Facilities Management Services**
  - Building Maintenance
  - Facilities Operations Management
  - Mailroom and Courier Services
  - Records, Publications, and Forms Management
  - Warehouse and Supply Operations

### Why SAMS?

- ❖ Huge Talent pool of cleared professionals that are dedicated to exceeding our Customers' expectations.
- ❖ Committed to delivering cost-effective, measurable results and consistent service excellence.
- ❖ Customer focused Program Managers, a stringent Quality Assurance Program, and our Performance-based Management Plan allows us to deliver solutions and people that exceed your expectations in a prompt, cost effective manner.\

- ❖ Veteran-friendly company. Employees with prior military service often bring key insight, experience and knowledge of our Government Customers' needs and requirements, helping us develop better solutions for their most critical challenges.
- ❖ Comprehensive package of services backed by experience, solid financial health and a commitment to exceed our Customers' expectations. We can help you meet your contracting goals under the 8(a), Service Disabled Veteran Owned, Small Disadvantaged, and Woman Owned Business Programs.

### A Sampling of SAMS' Valued Customers



## Information for Ordering Offices

- 1a. Table of awarded special item number(s) with appropriate cross-reference to item descriptions and awarded price(s).
- 1b. N/A.
- 1c.  
See the attached labor category descriptions.
2. Maximum order. \$500,000
3. Minimum order. \$100.00
4. Geographic coverage (delivery area). 50 United States; District of Columbia; Puerto Rico
5. Point(s) of production (city, county, and State or foreign country). Not Applicable
6. Discount from list prices or statement of net price. Net prices set forth above.
7. Quantity discounts. ½% on orders over \$250,000.00
8. Prompt payment terms. None
- 9a. Government purchase cards are accepted at or below the micro-purchase threshold.
- 9b. Government purchase cards are accepted above the micro-purchase threshold.
10. Foreign items (list items by country of origin). None.
- 11a. Time of delivery. (Contractor insert number of days.) As negotiated with ordering agency.
- 11b. Expedited Delivery. Contact the Contractor.
- 11c. Overnight and 2-day delivery. Contact the Contractor.
- 11d. Urgent Requirements. Contact the Contractor.
12. F.O.B. point(s). Destination.
- 13a. Ordering address. Set forth above.
- 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. Set forth above.
15. Warranty provision. Standard Commercial Warranty
16. Export packing charges, if applicable. 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 indicating date of parts price lists and any discounts from list prices (if applicable). Not Applicable
- 20a. Terms and conditions for any other services (if applicable). Not Applicable
- 21. List of service and distribution points (if applicable). Not Applicable
- 22. List of participating dealers (if applicable). Not Applicable
- 23. Preventive maintenance (if applicable). Not Applicable
- 24a. Special attributes such as environmental attributes (e.g., recycled content, energy efficiency, and/or reduced pollutants). 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/). Not Applicable
- 25. Data Universal Number System (DUNS) number. Set forth above.
- 26. Contractor is registered in the SAM database.

## Terms and Conditions

### 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.

## Labor Categories

SAMS General Labor Categories		
Labor Category	Description	
<b>Biometrics/IT Technology Consultant</b>	<b>Minimum/General Exp.</b>	A Minimum of three (3) years' experience required in a related field.
	<b>Functional Responsibility</b>	Biometrics/IT Technology Consultant IV will provide technical and specialized guidance concerning automated solutions to complex information processing programs
	<b>Minimum Education</b>	High School Diploma or up to a BA/BS
<b>Data Administration /Standardization Specialist</b>	<b>Minimum/General Exp.</b>	A Minimum of five (5) years' experience required in a related field.
	<b>Functional Responsibility</b>	Provides data management services to include data management, data model validation and data structures.
	<b>Minimum Education</b>	BA/BS
<b>IA Analyst, Sr.</b>	<b>Minimum/General Exp.</b>	A minimum of ten (10) years' experience required in a related field.
	<b>Functional Responsibility</b>	Provides provide engineering and other technical expertise in support of architecture development.
	<b>Minimum Education</b>	Masters
<b>Information Architect</b>	<b>Minimum/General Exp.</b>	A minimum of five (5) years' experience in a related field.
	<b>Functional Responsibility</b>	Provides enterprise architecture management and data management services.
	<b>Minimum Education</b>	BA/BS
<b>IT Consultant</b>	<b>Minimum/General Exp.</b>	A minimum of five (5) years' experience in a related field.
	<b>Functional Responsibility</b>	Determines requirements, designs, builds, tests, implements, maintains and enhances business systems.
	<b>Minimum Education</b>	High School Diploma or up to a BA/BS
<b>IT Technical SME</b>	<b>Minimum/General Exp.</b>	A minimum of ten (10) years' experience in a related field.
	<b>Functional Responsibility</b>	Providing engineering and other technical expertise in support of architecture development and requirements decomposition, analysis, documentation, and review.



	<b>Minimum Education</b>	Master's
<b>Subject Matter Expert III</b>	<b>Minimum/General Exp.</b>	A minimum of three (3) years' experience in a related field.
	<b>Functional Responsibility</b>	Provides overall research, analytical, technical support in forensic and biometric standards.
	<b>Minimum Education</b>	High School Diploma or up to a BA/BS
<b>Technical Systems, Architect, Expert</b>	<b>Minimum/General Exp.</b>	A minimum of ten (10) years' experience in a related field.
	<b>Functional Responsibility</b>	Provides development of acquisition strategies, approaches and resultant acquisition packages
	<b>Minimum Education</b>	High School Diploma or up to a BA/BS

### **LABOR CATEGORY RATES**

LABOR CATEGORY TITLE	GSA RATE
<b>IA Analyst Sr.</b>	<b>\$135.79</b>
<b>IT Technical SME</b>	<b>\$172.28</b>
<b>Information Architect</b>	<b>\$148.16</b>
<b>Database Administrator</b>	<b>\$156.70</b>
<b>Tech Systems Architect, Expert</b>	<b>\$94.71</b>
<b>Biometrics/IT Technology Consultant IV</b>	<b>\$100.39</b>
<b>Subject Matter Expert III</b>	<b>\$100.66</b>
<b>IT Consultant</b>	<b>\$80.03</b>

## **USA Commitment To Promote Small Business Participation Procurement Programs**

### **Preamble**

SAMS provides commercial products and services to the Federal Government. We are committed to promoting participation of small, small disadvantaged, and women-owned small businesses in our contracts. We pledge to provide opportunities to the small business community through reselling opportunities, mentor-protégé programs, joint ventures, teaming arrangements, and subcontracting.

### **COMMITMENT**

To actively seek and partner with small businesses.

To identify, qualify, mentor, and develop small, small disadvantaged, and women-owned small businesses by purchasing from these businesses whenever practical.

To develop and promote company policy initiatives that demonstrate our support for awarding contracts and subcontracts to small business concerns.

To undertake significant efforts to determine the potential of small, small disadvantaged, and women-owned business to supply products and services to our company.

To ensure procurement opportunities are designed to permit the maximum possible participation of small, small disadvantaged, and women-owned small businesses.

To attend business opportunity workshops, minority business enterprise seminars, trade fairs, procurement conferences, etc., to identify and increase small businesses with whom to partner.

To publicize in our marketing publications our interest in meeting with small businesses that may be interested in subcontracting opportunities.

We signify our commitment to work in partnership with small, small disadvantaged, and women-owned small businesses to promote and increase their participation in Federal Government contracts. To accelerate potential opportunities, please contact

SAMS's President & CEO

Staci L. Redmon

(703) 347-6177 office

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## Best Value Blank Purchase Agreement Federal Supply Schedule

**BEST VALUE  
BLANKET PURCHASE AGREEMENT  
FEDERAL SUPPLY SCHEDULE  
(Insert Customer Name)**

In the spirit of the Federal Acquisition Streamlining Act (Agency) and (Contractor) enter into a cooperative agreement to further reduce the administrative costs of acquiring commercial items from the General Service Administration (GSA) Federal Supply Schedule Contract(s)

\_\_\_\_\_.

Federal Supply Schedule contract BPA's eliminate contracting and open market costs such as: search for sources; the development of technical documents, solicitations and the evaluation of bids and offers. Teaming Arrangements are permitted with Federal Supply Schedule contractors in accordance with Federal Acquisition Regulation (FAR) Part 9.6.

This BPA will further decrease costs, reduce paperwork and save time by eliminating the need for repetitive, individual purchases from the schedule contract. The end result is to create a purchasing mechanism for the Government that works better and costs less.

Signatures:

\_\_\_\_\_

\_\_\_\_\_

AGENCY

DATE

CONTRACTOR

DATE





# SAMPLE Blank Purchase Agreement

BPA Number \_\_\_\_\_

(CUSTOMER NAME)

## BLANKET PURCHASE AGREEMENT

Pursuant to GSA Federal Supply contract number(s) \_\_\_\_\_, Blanket Purchase Agreements, the Contractor agrees to the following terms of a Blanket Purchase Agreement (BPA) EXCLUSIVELY WITH \_\_\_\_\_

- (1) The following contract items can be ordered under this BPA. All orders placed against this BPA are subject to the terms and conditions of the contract, except as noted below:

MODEL NUMBER/PART NUMBER \_\_\_\_\_ \*SPECIAL BPA \_\_\_\_\_  
\_\_\_\_\_

- (2) Delivery:

DESTINATION \_\_\_\_\_ DELIVERY SCHEDULE/DATES \_\_\_\_\_

- (3) The Government estimates, but does not guarantee, that the volume of purchases through this agreement will be \_\_\_\_\_.

- (4) This BPA does not obligate any refunds.

- (5) This BPA expires on \_\_\_\_\_ or at the end of the contract period, whichever is earlier.

- (6) The following office(s) is hereby authorized to place orders under this BPA:

OFFICE \_\_\_\_\_ POINT OF CONTACT \_\_\_\_\_  
\_\_\_\_\_

- (7) Orders will be placed against this BPA via Electronic Data Interchange (EDI), FAX, or paper.

- (8) Unless otherwise agreed to, all deliveries under this BPA must be accompanied by delivery tickets or sales slips that must contain the following information as a minimum:

- (a) Name of Contractor;
- (b) Contractor Number;
- (c) BPA Number;
- (d) Model Number or National Stock Number (NSN);
- (e) Purchase Order Number;
- (f) Date of Purchase;



- (g) Quantity, Unit Price, and Extension of Each Item (unit prices and extensions need not be shown when incompatible with the use of the automated systems; provided, that the invoice is itemized to show the information); and
  - (h) Date of Shipment
- (9) The requirements of a proper invoice are as specified in the Federal Supply Schedule contract.  
Invoices will be submitted to the address specified within the purchase order transmission issued against this BPA.
- (10) The terms and conditions included in this BPA apply to all purchases made pursuant to it. In the event of an inconsistency between the provisions of this BPA and the Contractor's invoice, the provisions of this BPA will take precedence.

## Basic Guidelines for Using Contractor Teaming Agreements

### Basic Guidelines For Using “Contractor Team Arrangements”

Federal Supply Schedule contractors may use “Contractor Team Arrangements” (see FAR 9.6) to provide solutions when responding to a customer agency requirements.

These Team Arrangements can be included under a Blanket Purchase Agreement (BPA). BPAs are permitted under all Federal supply Schedule contracts.

Orders under a Team Arrangement are subject to terms and conditions of the Federal Supply Schedule Contract.

Customers should refer to FAR 9.6 for specific details on Team Arrangements.

Here is a general outline on how it works:

- The customer identifies their requirements.
- Federal Supply Schedule Contractors may individually meet the customer’s needs, or –
- Federal Supply Schedule Contractors may individually submit a Schedules “Team Solution”<sup>1230</sup> to meet the customer’s requirement.
- Customers make a best value selection.