

AUTHORIZED FEDERAL SUPPLY SERVICE
INFORMATION TECHNOLOGY SCHEDULE PRICELIST
GENERAL PURPOSE COMMERCIAL INFORMATION TECHNOLOGY
EQUIPMENT, SOFTWARE, AND SERVICES

Special Item No. 132-51
INFORMATION TECHNOLOGY PROFESSIONAL SERVICES (Code S)

FPDS Class D301	IT Facility Operation and Maintenance
FPDS Class D302	IT Systems Development Services
FPDS Class D306	IT Systems Analysis Services
FPDS Class D307	Automated Information Systems Design and Integration Services
FPDS Class D308	Programming Services
FPDS Class D311	IT Data Conversion Services
FPDS Class D313	Computer-Aided Design/Computer Aided Manufacturing (CAD/CAM) Services
FPDS Class D316	IT Network Management Services
FPDS Class D399	Other Information Technology Services, Not Elsewhere Classified

Note 1: All non-professional labor categories must be incidental to and used solely to support hardware, software and/or professional services, and cannot be purchased separately.

Note 2: Offerors and Agencies are advised that the Group 70 – Information Technology Schedule is not to be used as a means to procure services which properly fall under the Brooks Act. These services include, but are not limited to, architectural, engineering, mapping, cartographic production, remote sensing, geographic information systems, and related services. FAR 36.6 distinguishes between mapping services of an A/E nature and mapping services which are not connected nor incidental to the traditionally accepted A/E Services.

Note 3: This solicitation is not intended to solicit for the reselling of IT Professional Services, except for the provision of implementation, maintenance, integration, or training services in direct support of a product. Under such circumstances the services must be performance by the publisher or manufacturer or one of their authorized agents.

SCIENCE AND TECHNOLOGY CORPORATION
10 BASIL SAWYER DRIVE
HAMPTON, VA 23669
(757) 766-5800
www.stcnet.com

Contract Number: GS-35F-0484J

Period Covered by Contract: 06/01/99 Through 05/31/14

GENERAL SERVICES ADMINISTRATION
FEDERAL SUPPLY SERVICE

Pricelist current through Modification #PS-0009, dated 6/30/09.

Products and ordering information in this Authorized FSS INFORMATION TECHNOLOGY Schedule Pricelist are also available on the GSA Advantage! System. Agencies can browse GSA Advantage! By accessing the Federal Supply Service's Home Page via the Internet at <http://www.fss.gsa.gov/>

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INFORMATION FOR ORDERING ACTIVITIES

SPECIAL NOTICE TO AGENCIES: Small Business Participation

SBA strongly supports the participation of small business concerns in the Federal Supply Schedules Program. To enhance Small Business Participation SBA policy allows agencies to include in their procurement base and goals, the dollar value of orders expected to be placed against the Federal Supply Schedules, and to report accomplishments against these goals.

For orders exceeding the micro-purchase threshold, FAR 8.404 requires agencies to consider the catalogs/pricelists of at least three schedule contractors or consider reasonably available information by using the GSA Advantage!™ on-line shopping service (www.fss.gsa.gov). The catalogs/pricelists, GSA Advantage!™ and the Federal Supply Service Home Page (www.fss.gsa.gov) contain information on a broad array of products and services offered by small business concerns.

This information should be used as a tool to assist ordering activities in meeting or exceeding established small business goals. It should also be used as a tool to assist in including small, small disadvantaged, and women-owned small businesses among those considered when selecting pricelists for a best value determination.

For orders exceeding the micro-purchase threshold, customers are to give preference to small business concerns when two or more items at the same delivered price will satisfy their requirement.

STC is a small and disadvantaged business concern.

1. Geographic Scope of Contract:

Domestic delivery is delivery within the 48 contiguous states, Alaska, Hawaii, Puerto Rico, Washington, DC, and U.S. Territories. Domestic delivery also includes a port or consolidation point, within the aforementioned areas, for orders received from overseas activities.

Overseas delivery is delivery to points outside of the 48 contiguous states, Washington, DC, Alaska, Hawaii, Puerto Rico, and U.S. Territories.

The Geographic Scope of Contract will be domestic and overseas delivery.

2. Contractor's Ordering Address and Payment Information:

Ordering: Science and Technology Corporation
Attn: STC Contracts Department
10 Basil Sawyer Drive
Hampton, Virginia 23666

Payment: Science and Technology Corporation
Attn: STC Accounting Department
10 Basil Sawyer Drive
Hampton, Virginia 23666

Contractors are required to accept credit cards for payments equal to or less than the micro-purchase threshold for oral or written delivery orders. Credit cards will be acceptable for payment above the micro-purchase threshold. In addition, bank account information for wire transfer payments will be shown on the invoice.

The following telephone number(s) can be used by ordering agencies to obtain technical and/or ordering assistance:

Telephone: (757) 766-5800
Fax: (757) 865-1294 or 865-4009

3. Liability for Injury or Damage

The Contractor shall not be liable for any injury to ordering activity personnel or damage to ordering activity property arising from the use of equipment maintained by the Contractor, unless such injury or damage is due to the fault or negligence of the Contractor.

4. Statistical Data for Government Ordering Office Completion of Standard Form 279:

Block 9G: Order/Modification Under Federal Schedule
Block 16: Data Universal Numbering System (DUNS) Number: 01-906-6810
Block 30: Type of Contractor - A. Small Disadvantaged Business
Block 31: Woman-Owned Small Business - No
Block 36: Contractor=s Taxpayer Identification Number (TIN): 54-1144165

4a. CAGE Code: 2U795

4b. Contractor **has** registered with the Central Contractor Registration Database.

5. FOB Destination

6. Delivery Schedule

a. Time of Delivery: STC will deliver to destination within the number of calendar days after receipt of order (ARO), as set forth below:

SIN
132-51 Information Technology Professional Services

DELIVERY TIME

30 days ARO or as negotiated with ordering activities

b. Urgent Requirements: When the Federal Supply Schedule contract delivery period does not meet the bona fide urgent delivery requirements of an ordering activity, ordering activities are encouraged, if time permits, to contact the Contractor for the purpose of obtaining accelerated delivery. The Contractor shall reply to the inquiry within 3 workdays after receipt. (Telephonic replies shall be confirmed by the Contractor in writing.) If the Contractor offers an accelerated delivery time acceptable to the ordering activity, any order(s) placed pursuant to the agreed upon accelerated delivery time frame shall be delivered within this shorter delivery time and in accordance with all other terms and conditions of the contract.

7. Discounts:

- a. Prompt Payment: Net 30
- b. Quantity: None
- c. Dollar Volume: None
- d. Government Educational Institutions: Same as all Government customers
- e. Other: None

8. Trade Agreements Act of 1979, as amended:

All items are U.S. made end products, designated country end products, Caribbean Basin country end products, Canadian end products, or Mexican end products as defined in the Trade Agreements Act of 1979, as amended.

9. Statement Concerning Availability of Export Packing:

None

10. Small Requirements:

The minimum dollar value of orders to be issued for IT Professional Services is \$100.

11. Maximum Order:

Special Item Number 132-51 - Information Technology (IT) Professional Services. The maximum dollar value per order for all IT professional services will be \$500,000.

12. Use of Federal Supply Service Information Technology Schedule Contracts.

In accordance with FAR Part 8.404:

[NOTE: Special ordering procedures have been established for Special Item Number 132-51 IT Professional Services; refer to the terms and conditions for that SIN.]

Orders placed pursuant to a Multiple Award Schedule (MAS), using the procedures in FAR 8.404, are considered to be issued pursuant to full and open competition. Therefore, when placing orders under Federal Supply Schedules, ordering activities need not seek further competition, synopsise the requirement, make a separate determination of fair and reasonable pricing, or consider small business set-asides in accordance with subpart 19.5. GSA has already determined the prices of items under schedule contracts to be fair and reasonable. By placing an order against a schedule using the procedures outlined below, the ordering activity has concluded that the order represents the best value and results in the lowest overall cost alternative (considering price, special features, administrative costs, etc.) to meet the ordering activity's needs.

a. Orders placed at or below the micro-purchase threshold. Ordering activities can place orders at or below the micro-purchase threshold with any Federal Supply Schedule Contractor.

b. Orders exceeding the micro-purchase threshold but not exceeding the maximum order threshold. Orders should be placed with the Schedule Contractor that can provide the supply or service that represents the best value. Before placing an order, ordering activities should consider reasonably available information about the supply or service offered under MAS contracts by using the "GSA Advantage!" on-line shopping service, or by reviewing the catalogs/pricelists of at least three Schedule Contractors and selecting the delivery and other options available under the schedule that meets the ordering activity's needs. In selecting the supply or service representing the best value, the ordering activity may consider—

(1) Special features of the supply or service that are required in effective program performance and that are not provided by a comparable supply or service;

(2) Trade-in considerations;

(3) Probable life of the item selected as compared with that of a comparable item;

(4) Warranty considerations;

(5) Maintenance availability;

(6) Past performance; and

(7) Environmental and energy efficiency considerations.

c. Orders exceeding the maximum order threshold. Each schedule contract has an established maximum order threshold. This threshold represents the point where it is advantageous for the ordering activity to seek a price reduction. In addition to following the procedures in paragraph b, above, and before placing an order that exceeds the maximum order threshold, ordering activities shall--

Review additional Schedule Contractors'

(1) catalogs/pricelists or use the “GSA Advantage!” on-line shopping service;

(2) Based upon the initial evaluation, generally seek price reductions from the Schedule Contractor(s) appearing to provide the best value (considering price and other factors); and

(3) After price reductions have been sought, place the order with the Schedule Contractor that provides the best value and results in the lowest overall cost alternative. If further price reductions are not offered, an order may still be placed, if the ordering activity determines that it is appropriate.

NOTE: For orders exceeding the maximum order threshold, the Contractor may:

(1) Offer a new lower price for this requirement (the Price Reductions clause is not applicable to orders placed over the maximum order in FAR 52.216-19 Order Limitations);

(2) Offer the lowest price available under the contract; or

(3) Decline the order (orders must be returned in accordance with FAR 52.216-19).

d. Blanket purchase agreements (BPAs). The establishment of Federal Supply Schedule BPAs is permitted when following the ordering procedures in FAR 8.404. All schedule contracts contain BPA provisions. Ordering activities may use BPAs to establish accounts with Contractors to fill recurring requirements. BPAs should address the frequency of ordering and invoicing, discounts, and delivery locations and times.

e. Price reductions. In addition to the circumstances outlined in paragraph c, above, there may be instances when ordering activities will find it advantageous to request a price reduction. For example, when the ordering activity finds a schedule supply or service elsewhere at a lower price or when a BPA is being established to fill recurring requirements, requesting a price reduction could be advantageous. The potential volume of orders under these agreements, regardless of the size of the individual order, may offer the ordering activity the opportunity to secure greater discounts. Schedule Contractors are not required to pass on to all schedule users a price reduction extended only to an individual ordering activity for a specific order.

f. Small business. For orders exceeding the micro-purchase threshold, ordering activities should give preference to the items of small business concerns when two or more items at the same delivered price will satisfy the requirement.

g. Documentation. Orders should be documented, at a minimum, by identifying the Contractor the item was purchased from, the item purchased, and the amount paid. If an ordering activity requirement, in excess of the micro-purchase threshold, is defined so as to require a particular brand name, product, or feature of a product peculiar to one manufacturer, thereby precluding consideration of a product manufactured by another company, the ordering activity shall include an explanation in the file as to why the particular brand name, product, or feature is essential to satisfy the ordering activity’s needs.

13. Federal Information Technology/Telecommunication Standards Requirements:

Ordering activities acquiring products from this Schedule must comply with the provisions of the Federal Standards Program, as appropriate (reference: NIST Federal Standards Index). Inquiries to determine whether or not specific products listed herein comply with Federal Information Processing Standards (FIPS) or Federal Telecommunication Standards (FED-STDS), which are cited by ordering activities, shall be responded to promptly by the Contractor.

13.1 Federal Information Processing Standards Publications (FIPS PUBS):

Information Technology products under this Schedule that do not conform to Federal Information Processing Standards (FIPS) should not be acquired unless a waiver has been granted in accordance with the applicable "FIPS Publication." Federal Information Processing Standards Publications (FIPS PUBS) are issued by the U.S. Department of Commerce, National Institute of Standards and Technology (NIST), pursuant to National Security Act. Information concerning their availability and applicability should be obtained from the National Technical Information Service (NTIS), 5285 Port Royal Road, Springfield, Virginia 22161. FIPS PUBS include voluntary standards when these are adopted for Federal use. Individual orders for FIPS PUBS should be referred to the NTIS Sales Office, and orders for subscription service should be referred to the NTIS Subscription Officer, both at the above address, or telephone number (703) 487-4650.

13.2 Federal Telecommunication Standards (FED-STDS):

Telecommunication products under this Schedule that do not conform to Federal Telecommunication Standards (FED-STDS) should not be acquired unless a waiver has been granted in accordance with the applicable "FED-STD." Federal Telecommunication Standards are issued by the U.S. Department of Commerce, National Institute of Standards and Technology (NIST), pursuant to National Security Act. Ordering information and information concerning the availability of FED-STDS should be obtained from the GSA, Federal Supply Service, Specification Section, 470 East L'Enfant Plaza, Suite 8100, SW, Washington, DC 20407, telephone number (202) 619-8925. Please include a self-addressed mailing label when requesting information by mail. Information concerning their applicability can be obtained by writing or calling the U.S. Department of Commerce, National Institute of Standards and Technology, Gaithersburg, MD 20899, telephone number (301) 975-2833.

14. Contractor Tasks/Special Requirements (C-FSS-370) (NOV 2001)

a. Security Clearances: The Contractor may be required to obtain/possess varying levels of security clearances in the performance of orders issued under this contract. All costs associated with obtaining/possessing such security clearances should be factored into the price offered under the Multiple Award Schedule.

b. Travel: The Contractor may be required to travel in performance of orders issued under this contract. Allowable travel and per diem charges are governed by Pub .L. 99-234 and FAR Part 31, and are reimbursable by the ordering agency or can be priced as a fixed price item on

orders placed under the Multiple Award Schedule. The Industrial Funding Fee does NOT apply to travel and per diem charges.

c. **Certifications, Licenses and Accreditations:** As a commercial practice, the Contractor may be required to obtain/possess any variety of certifications, licenses and accreditations for specific FSC/service code classifications offered. All costs associated with obtaining/ possessing such certifications, licenses and accreditations should be factored into the price offered under the Multiple Award Schedule program.

d. **Insurance:** As a commercial practice, the Contractor may be required to obtain/possess insurance coverage for specific FSC/service code classifications offered. All costs associated with obtaining/possessing such insurance should be factored into the price offered under the Multiple Award Schedule program.

e. **Personnel:** The Contractor may be required to provide key personnel, resumes or skill category descriptions in the performance of orders issued under this contract. Ordering activities may require agency approval of additions or replacements to key personnel.

f. **Organizational Conflicts of Interest:** Where there may be an organizational conflict of interest as determined by the ordering agency, the Contractor's participation in such order may be restricted in accordance with FAR Part 9.5.

g. **Documentation/Standards:** The Contractor may be requested to provide products or services in accordance with rules, regulations, OMB orders, standards and documentation as specified by the agency's order.

h. **Data/Deliverable Requirements:** Any required data/deliverables at the ordering level will be as specified or negotiated in the agency's order.

i. **Government-Furnished Property:** As specified by the agency's order, the Government may provide property, equipment, materials or resources as necessary.

j. **Availability of Funds:** Many Government agencies' operating funds are appropriated for a specific fiscal year. Funds may not be presently available for any orders placed under the contract or any option year. The Government's obligation on orders placed under this contract is contingent upon the availability of appropriated funds from which payment for ordering purposes can be made. No legal liability on the part of the Government for any payment may arise until funds are available to the ordering Contracting Officer.

15. Contract Administration for Ordering Activities:

Any ordering activity, with respect to any one or more delivery orders placed by it under this contract, may exercise the same rights of termination as might the GSA Contracting Officer under provisions of FAR 52.212-4, paragraphs (l) Termination for the ordering activity's convenience, and (m) Termination for Cause (See C.1.)

16. GSA Advantage!

GSA Advantage! is an on-line, interactive electronic information and ordering system that provides on-line access to vendors' schedule prices with ordering information. GSA Advantage! will allow the user to perform various searches across all contracts including, but not limited to:

- (1) Manufacturer;
- (2) Manufacturer's Part Number; and
- (3) Product categories.

Agencies can browse GSA Advantage! by accessing the Internet World Wide Web utilizing a browser (ex.: NetScape). The Internet address is <http://www.fss.gsa.gov/>.

17. Purchase of Open Market Items

NOTE: Open Market Items are also known as incidental items, noncontract items, non-Schedule items, and items not on a Federal Supply Schedule contract.

For administrative convenience, an ordering activity contracting officer may add items not on the Federal Supply Multiple Award Schedule (MAS) -- referred to as open market items -- to a Federal Supply Schedule blanket purchase agreement (BPA) or an individual task or delivery order, only if-

(1) All applicable acquisition regulations pertaining to the purchase of the items not on the Federal Supply Schedule have been followed (e.g., publicizing (Part 5), competition requirements (Part 6), acquisition of commercial items (Part 12), contracting methods (Parts 13, 14, and 15), and small business programs (Part 19));

(2) The ordering activity contracting officer has determined the price for the items not on the Federal Supply Schedule is fair and reasonable;

(3) The items are clearly labeled on the order as items not on the Federal Supply Schedule; and

(4) All clauses applicable to items not on the Federal Supply Schedule are included in the order.

18. Contractor Commitments, Warranties and Representations

a. For the purpose of this contract, commitments, warranties and representations include, in addition to those agreed to for the entire schedule contract:

- (1) Time of delivery/installation quotations for individual orders;

(2) Technical representations and/or warranties of products concerning performance, total system performance and/or configuration, physical, design and/or functional characteristics and capabilities of a product/equipment/ service/software package submitted in response to requirements which result in orders under this schedule contract.

(3) Any representations and/or warranties concerning the products made in any literature, description, drawings and/or specifications furnished by the Contractor.

b. The above is not intended to encompass items not currently covered by the GSA Schedule contract.

19. Overseas Activities

The terms and conditions of this contract shall apply to all orders for installation, maintenance and repair of equipment in areas listed in the pricelist outside the 48 contiguous states and the District of Columbia, except as indicated below:

None

Upon request of the Contractor, the ordering activity may provide the Contractor with logistics support, as available, in accordance with all applicable ordering activity regulations. Such ordering activity support will be provided on a reimbursable basis, and will only be provided to the Contractor's technical personnel whose services are exclusively required for the fulfillment of the terms and conditions of this contract.

20. Blanket Purchase Agreements (BPAs)

Federal Acquisition Regulation (FAR) 13.303-1(a) defines Blanket Purchase Agreements (BPAs) as "...a simplified method of filling anticipated repetitive needs for supplies or services by establishing 'charge accounts' with qualified sources of supply." The use of Blanket Purchase Agreements under the Federal Supply Schedule Program is authorized in accordance with FAR 13.303-2(c)(3), which reads, in part, as follows:

BPAs may be established with Federal Supply Schedule Contractors, if not inconsistent with the terms of the applicable schedule contract."

Federal Supply Schedule contracts contain BPA provisions to enable schedule users to maximize their administrative and purchasing savings. This feature permits schedule users to set up "accounts" with Schedule Contractors to fill recurring requirements. These accounts establish a period for the BPA and generally address issues such as the frequency of ordering and invoicing, authorized callers, discounts, delivery locations and times. Agencies may qualify for the best quantity/volume discounts available under the contract, based on the potential volume of business that may be generated through such an agreement, regardless of the size of the individual orders. In addition, agencies may be able to secure a discount higher than that available in the contract based on the aggregate volume of business possible under a BPA. Finally, Contractors may be open to a progressive type of discounting where the discount would

increase once the sales accumulated under the BPA reach certain prescribed levels. Use of a BPA may be particularly useful with the new Maximum Order feature. See the Suggested Format, contained in this Schedule Pricelist, for customers to consider when using this purchasing tool.

21. Contractor Team Arrangements

Contractors participating in contractor team arrangements must abide by all terms and conditions of their respective contracts. This includes compliance with Clauses 552.238-74, Industrial Funding Fee and Sales Reporting, i.e., each contractor (team member) must report sales and remit the IFF for all products and services provided under its individual contract.

22. Installation, Deinstallation, Reinstallation

The Davis-Bacon Act (40 U.S.C. 276a-276a-7) provides that contracts in excess of \$2,000 to which the United States or the District of Columbia is a party for construction, alteration, or repair (including painting and decorating) of public buildings or public works with the United States, shall contain a clause that no laborer or mechanic employed directly upon the site of the work shall received less than the prevailing wage rates as determined by the Secretary of Labor. The requirements of the Davis-Bacon Act do not apply if the construction work is incidental to the furnishing of supplies, equipment, or services. For example, the requirements do not apply to simple installation or alteration of a public building or public work that is incidental to furnishing supplies or equipment under a supply contract. However, if the construction, alteration or repair is segregable and exceeds \$2,000, then the requirements of the Davis-Bacon Act applies.

The ordering activity issuing the task order against this contract will be responsible for proper administration and enforcement of the Federal labor standards covered by the Davis-Bacon Act. The proper Davis-Bacon wage determination will be issued by the ordering activity at the time a request for quotations is made for applicable construction classified installation, deinstallation, and reinstallation services under SIN 132-8.

23. Section 508 Compliance

If applicable, Section 508 compliance information on the supplies and services in this contract are available in Electronic and Information Technology (EIT) at the following:

www.stcnet.com

The EIT standard can be found at: www.Section508.gov/.

24. Prime Contractor Ordering from Federal Supply Schedules.

Prime Contractors (on cost reimbursement contracts) placing orders under Federal Supply Schedules, on behalf of an ordering activity, shall follow the terms of the applicable schedule and authorization and include with each order –

a. A copy of the authorization from the ordering activity with whom the contractor has the prime contract (unless a copy was previously furnished to the Federal Supply Schedule contractor); and

b. The following statement:

This order is placed under written authorization from _____ dated _____. In the event of any inconsistency between the terms and conditions of this order and those of your Federal Supply Schedule contract, the latter will govern.

25. Insurance—Work on a Government Installation (Jan 1997)(Far 52.228-5)

a. The Contractor shall, at its own expense, provide and maintain during the entire performance of this contract, at least the kinds and minimum amounts of insurance required in the Schedule or elsewhere in the contract.

b. Before commencing work under this contract, the Contractor shall notify the Contracting Officer in writing that the required insurance has been obtained. The policies evidencing required insurance shall contain an endorsement to the effect that any cancellation or any material change adversely affecting the Government's interest shall not be effective—

(1) For such period as the laws of the State in which this contract is to be performed prescribe; or

(2) Until 30 days after the insurer or the Contractor gives written notice to the Contracting Officer, whichever period is longer.

c. The Contractor shall insert the substance of this clause, including this paragraph (c), in subcontracts under this contract that require work on a Government installation and shall require subcontractors to provide and maintain the insurance required in the Schedule or elsewhere in the contract. The Contractor shall maintain a copy of all subcontractors' proofs of required insurance, and shall make copies available to the Contracting Officer upon request.

**TERMS AND CONDITIONS APPLICABLE TO INFORMATION TECHNOLOGY
PROFESSIONAL SERVICES (SPECIAL ITEM NUMBER 132-51)**

1. Scope

a. The prices, terms, and conditions stated under Special Item Number 132-51, Information Technology Professional Services, apply exclusively to IT 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

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 in accordance with this clause.

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. Ordering Procedures for Services (Requiring a Statement of Work) (G-FCI-920) (MAR 2003)

FAR 8.402 contemplates that GSA may occasionally find it necessary to establish special ordering procedures for individual Federal Supply Schedules or for some Special Item Numbers (SINs) within a Schedule. GSA has established special ordering procedures for services that require a Statement of Work. These special ordering procedures take precedence over the procedures in FAR 8.404 (b)(2) through (b)(3).

When ordering services over \$100,000, Department of Defense (DOD) ordering offices and non-DOD agencies placing orders on behalf of the DOD must follow the policies and procedures in the Defense Federal Acquisition Regulation Supplement (DFARS) 208.404-70 – Additional ordering procedures for services. When DFARS 208.404-70 is applicable and there is a conflict between the ordering procedures contained in this clause and the additional ordering procedures for services in DFARS 208.404-70, the DFARS procedures take precedence.

GSA has determined that the prices for services contained in the contractor's price list applicable to this Schedule are fair and reasonable. However, the ordering activity using this contract is responsible for considering the level of effort and mix of labor proposed to perform a

specific task being ordered and for making a determination that the total firm-fixed price or ceiling price is fair and reasonable.

a. When ordering services, ordering activities shall—

(1) Prepare a Request (Request for Quote or other communication tool):

(i) A statement of work (a performance-based statement of work is preferred) that outlines, at a minimum, the work to be performed, location of work, period of performance, deliverable schedule, applicable standards, acceptance criteria, and any special requirements (i.e., security clearances, travel, special knowledge, etc.) should be prepared.

(ii) The request should include the statement of work and request the contractors to submit either a firm-fixed price or a ceiling price to provide the services outlined in the statement of work. A firm-fixed price order shall be requested, unless the ordering activity makes a determination that it is not possible at the time of placing the order to estimate accurately the extent or duration of the work or to anticipate cost with any reasonable degree of confidence. When such a determination is made, a labor hour or time-and-materials proposal may be requested. The firm-fixed price shall be based on the rates in the schedule contract and shall consider the mix of labor categories and level of effort required to perform the services described in the statement of work. The firm-fixed price of the order should also include any travel costs or other incidental costs related to performance of the services ordered, unless the order provides for reimbursement of travel costs at the rates provided in the Federal Travel or Joint Travel Regulations. A ceiling price must be established for labor-hour and time-and-materials orders.

(iii) The request may ask the contractors, if necessary or appropriate, to submit a project plan for performing the task, and information on the contractor's experience and/or past performance performing similar tasks.

(iv) The request shall notify the contractors what basis will be used for selecting the contractor to receive the order. The notice shall include the basis for determining whether the contractors are technically qualified and provide an explanation regarding the intended use of any experience and/or past performance information in determining technical qualification of responses. If consideration will be limited to schedule contractors who are small business concerns as permitted by paragraph (2) below, the request shall notify the contractors that will be the case.

(2) Transmit the Request to Contractors:

Based upon an initial evaluation of catalogs and price lists, the ordering activity should identify the contractors that appear to offer the best value (considering the scope of services offered, pricing and other factors such as contractors' locations, as appropriate) and transmit the request as follows:

NOTE: When buying IT professional services under SIN 132—51 ONLY, the ordering office, at its discretion, may limit consideration to those schedule contractors that are

small business concerns. This limitation is not applicable when buying supplies and/or services under other SINs as well as SIN 132-51. The limitation may only be used when at least three (3) small businesses that appear to offer services that will meet the agency's needs are available, if the order is estimated to exceed the micro-purchase threshold.

(i) The request should be provided to at least three (3) contractors if the proposed order is estimated to exceed the micro-purchase threshold, but not exceed the maximum order threshold.

(ii) For proposed orders exceeding the maximum order threshold, the request should be provided to additional contractors that offer services that will meet the ordering activity's needs.

(iii) In addition, the request shall be provided to any contractor who specifically requests a copy of the request for the proposed order.

(iv) Ordering activities should strive to minimize the contractors' costs associated with responding to requests for quotes for specific orders. Requests should be tailored to the minimum level necessary for adequate evaluation and selection for order placement. Oral presentations should be considered, when possible.

(3) Evaluate Responses and Select the Contractor to Receive the Order:

After responses have been evaluated against the factors identified in the request, the order should be placed with the schedule contractor that represents the best value. (See FAR 8.404)

b. The establishment of Federal Supply Schedule Blanket Purchase Agreements (BPAs) for recurring services is permitted when the procedures outlined herein are followed. All BPAs for services must define the services that may be ordered under the BPA, along with delivery or performance time frames, billing procedures, etc. The potential volume of orders under BPAs, regardless of the size of individual orders, may offer the ordering activity the opportunity to secure volume discounts. When establishing BPAs, ordering activities shall—

(1) Inform contractors in the request (based on the ordering activity's requirement) if a single BPA or multiple BPAs will be established, and indicate the basis that will be used for selecting the contractors to be awarded the BPAs.

(i) SINGLE BPA: Generally, a single BPA should be established when the ordering activity can define the tasks to be ordered under the BPA and establish a firm-fixed price or ceiling price for individual tasks or services to be ordered. When this occurs, authorized users may place the order directly under the established BPA when the need for service arises. The schedule contractor that represents the best value should be awarded the BPA. (See FAR 8.404)

(ii) **MULTIPLE BPAs:** When the ordering activity determines multiple BPAs are needed to meet its requirements, the ordering activity should determine which contractors can meet any technical qualifications before establishing the BPAs. When establishing the BPAs, the procedures in (a)(2) above must be followed. The procedures at (a)(2) do not apply to orders issued under multiple BPAs. Authorized users must transmit the request for quote for an order to all BPA holders and then place the order with the Schedule contractor that represents the best value.

(2) **Review BPAs Periodically:** Such reviews shall be conducted at least annually. The purpose of the review is to determine whether the BPA still represents the best value. (See FAR 8.404)

c. The ordering activity should give preference to small business concerns when two or more contractors can provide the services at the same firm-fixed price or ceiling price.

d. When the ordering activity's requirement involves both products as well as executive, administrative and/or professional, services, the ordering activity should total the prices for the products and the firm-fixed price for the services and select the contractor that represents the best value. (See FAR 8.404)

e. The ordering activity, at a minimum, should document orders by identifying the contractor from which the services were purchased, the services purchased, and the amount paid. If other than a firm-fixed price order is placed, such documentation should include the basis for the determination to use a labor-hour or time-and-materials order. For ordering activity requirements in excess of the micro-purchase threshold, the order file should document the evaluation of Schedule contractors' quotes that formed the basis for the selection of the contractor that received the order and the rationale for any trade-offs made in making the selection.

4. 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.

5. 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/EC 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.

6. 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.

7. Inspection of Services

The Inspection of Services–Fixed Price (AUG 1996) (Deviation – 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 (JAN 1986) (Deviation – May 2003) clause at FAR 52.246-6 applies to time-and-materials and labor-hour orders placed under this contract.

8. 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 – May 2003) Rights in Data – General, may apply.

9. 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 Services.

10. Independent Contractor

All 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.

11. 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.

12. Invoices

The Contractor, upon completion of the work ordered, shall submit invoices for IT/EC 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.

13. 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 52.232-7 (DEC 2002), (Alternate II – Feb 2002) (Deviation – May 2003) 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 52.232-7 (DEC 2002), (Alternate II – Feb 2002) (Deviation – May 2003)) applies to labor-hour orders placed under this contract.

14. Resumes

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

15. 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.

16. 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.

17. Description of IT Services and Pricing

17.1 Labor Category Descriptions

NOTE: In selected labor categories, the words Aor equivalent@ are shown to indicate that experience and a lower level degree can be substituted for a stated degree, unless otherwise stated. In such cases, educational requirements for Bachelor=s, Master=s, or Ph.D. can be met by substituting the following: Bachelor=s Degree - Associate=s Degree plus 4 years; Master=s Degree - Bachelor=s Degree plus 5 years; Ph.D. - Bachelor=s Degree plus 10 years. These equivalency years are *in addition to* the minimum stated years of experience.

1. Program Manager

Minimum/General Experience: Eight years progressive experience in managing R&D or IT Services. Included in the above is three years of management and experience in supervising the development of major programs, performing advanced planning, developing organizational structures and providing personnel resources. A background in determining and initiating management trade-off actions is required.

Functional Responsibility: Provides the principal management interface between a client agency and STC. Responsible for effective management of multiple delivery orders. Develops and implements project plans and monitors project progress and status of task execution. Meets with customers to determine needs and to ensure that commitments are met and results meet expectations. Coordinates the efforts of task leaders and ensures resources are efficiently distributed and applied.

Minimum Education: Bachelor=s degree in Engineering, Physics, Mathematics, Computer Science or other scientific or technical field. A Master=s degree in a computer related field may be substituted for two year=s experience in managing R&D or IT Services.

2. Project Manager

Minimum/General Experience: Five years progressive experience in IT Services. Included in the above is one year of experience in supervising the development project goals and plans, leadership in team situations, and demonstration of capability to solve both technical and interpersonal problems to ensure project goals are met.

Functional Responsibility: Provides the basic management interface between a client agency and STC for locations with a single task order. Develops and implements project plans

and monitors project progress and status of task execution. Meets with customers to determine needs and to ensure that commitments are met and results meet expectations.

Minimum Education: Bachelor=s degree in Engineering, Physics, Mathematics, Computer Science or other scientific or technical field. A Master=s degree in a computer related field may be substituted for two year=s experience in IT Services.

3. Senior Consultant

Minimum/General Experience: Nationally recognized expert in the field as evidenced by past performance, publications, or patents, and fifteen years progressive experience in the application and development of systems in the area of specialty. The specialty may relate to a variety of development or support functions that require special expertise, because of the degree of complexity, impact on mission, or novelty of approach.

Functional Responsibility: Primary responsibility for advising on the proper approach to the solution of a unique functional problem for a major customer hardware/software system, or the design and development of a major new system, or total redesign of an existing system.

Minimum Education: Master=s degree in a field appropriate to the specialized area in which consultation is required. A Ph.D. is desirable, but not required if national recognition is demonstrated.

4. Consultant

Minimum/General Experience: Recognized expert in the field as evidenced by past performance, publications, or patents, and ten years progressive experience in the application and development of systems in the area of specialty. The specialty may relate to a variety of development or support functions that require special expertise, because of the degree of complexity, impact on mission, or novelty of approach.

Functional Responsibility: Primary responsibility for advising on the proper approach to the solution of a highly complex functional problem for a major customer hardware/software system, or the design and development of a major new system, or total redesign of an existing system.

Minimum Education: Bachelor=s degree in a field appropriate to the specialized area in which consultation is required.

5. Scientific Data Analyst, Supervisory

Minimum/General Experience: Fifteen years of progressive general experience in a related field of study with at least ten years specialized experience in analyzing data associated with the field of study of the assigned project.

Functional Responsibility: Primary responsibility for the analysis of data gathered from scientific and other instrumentation using standard and innovative scientific techniques. Uses sophisticated off-the-shelf computer based analytical tools and/or develops specialized software using advanced algorithms unique to the field of study. Provides expertise in the related field of study to design effective data gathering techniques and procedures. Supervises data gathering and experiment setup. Prepares briefings, technical / scientific papers, and presentations. May develop computer models based on the analyzed data. Supervises lower level data analysts, scientists, technicians, and other IT professionals for the analysis of complex data sets.

Minimum Education: Ph.D., or equivalent, in Computer Science, Math, Engineering, Physics, Chemistry, Meteorology, Biology or other scientific field.

6. Scientific Data Analyst, Senior

Minimum/General Experience: Five years of progressive general experience in a related field of study with at least two years specialized experience in analyzing data associated with the field of study of the assigned project.

Functional Responsibility: Under limited supervision, responsible for the analysis of data gathered from scientific and other instrumentation using standard and innovative scientific techniques. Uses off-the-shelf computer based analytical tools and/or develops analytical programs/macros within general-purpose software. Provides expertise in the related field of study to assist in the design of effective data gathering techniques and procedures. Conducts data gathering and experiment setup. May develop computer models based on the analyzed data.

Minimum Education: Ph.D., or equivalent, in Computer Science, Math, Engineering, Physics, Chemistry, Meteorology, Biology or other scientific field.

7. Scientific Data Analyst, Staff Level 3

Minimum/General Experience: Five years of progressive general experience in a related field of study with at least two years specialized experience in analyzing data associated with the field of study of the assigned project.

Functional Responsibility: Under limited supervision, responsible for the analysis of data gathered from scientific and other instrumentation using standard and innovative scientific techniques. Uses off-the-shelf computer based analytical tools and/or develops analytical programs/macros within general-purpose software. Provides expertise in the related field of study to assist in the design of effective data gathering techniques and procedures. Conducts data gathering and experiment setup. May develop computer models based on the analyzed data.

Minimum Education: Master's degree, or equivalent, in Computer Science, Math, Engineering, Physics, Chemistry, Meteorology, Biology or other scientific field.

8. Scientific Data Analyst, Level 2

Minimum/General Experience: Five years of general experience in a related field of study.

Functional Responsibility: Under direct supervision, analyzes data gathered from scientific and other instrumentation using standard scientific techniques. Uses off-the-shelf computer based analytical tools and/or develops analytical programs/macros within general-purpose software. Provides expertise in the related field of study to assist in the design of effective data gathering techniques and procedures. Conducts data gathering and experiment setup. May assist in the development of computer models based on the analyzed data.

Minimum Education: Bachelor's degree in Computer Science, Math, Engineering, Physics, Chemistry, Meteorology, Biology or other scientific field.

9. Scientific Data Analyst, Staff Level 1

Minimum/General Experience: Entry level position. No experience required.

Functional Responsibility: Under direct supervision, assists in the analyses of data gathered from scientific and other instrumentation using standard scientific techniques. Uses off-the-shelf computer based analytical tools. May assist in the development of analytical programs/macros within general-purpose software. Assists in the conduct of data gathering and experiment setup. May assist in the development of computer models based on the analyzed data.

Minimum Education: Bachelor's degree in Computer Science, Math, Engineering, Physics, Chemistry, Meteorology, Biology or other scientific field.

10. Computer Scientist

Minimum/General Experience: Five years progressive experience in the computer field, including capability in programming languages such as C, C++, Visual Basic, Fortran, HTML, scripting languages, and Java. Must have experience in database, software and/or hardware systems as appropriate, analysis and developing trade-off studies. Support requirements may include database administration, web development, or help desk leader.

Functional Responsibility: Primary responsibility for the development or functioning of a customer hardware/software system. Provides expertise in the designated system, ensures effective and reliable operation, advises users, and recommends mechanisms for improvement.

Minimum Education: Master's degree, or equivalent, related to the required specialty.

11. Computer Specialist, Supervisory

Minimum/General Experience: Five years progressive experience in the application and development of systems in the area to be supported. Must have experience in software such as operating systems, database management systems, network analysis and/or hardware systems as appropriate such as mainframes, servers, and workstations.

Functional Responsibility: Primary responsibility for the functioning of a major customer hardware/software system, or the design and development of a new system, or major change to an existing system. Provides a) expertise in the designated system, ensures effective and reliable operation, advises users, and recommends mechanisms for improvement or b) expertise in design and development, leadership in applying resources and meeting schedules, and problem detection and resolution. Areas may include database administration for large complex databases, web master for complex web sites with interconnections with multiple data sources, or administration of large complex multilevel networks.

Minimum Education: Bachelor's degree, or equivalent, related to the required specialty. Master's degree in a related field may be substituted for two year's experience in application or development of systems.

12. Computer Specialist, Senior

Minimum/General Experience: Five years experience in the application and development of systems in the area to be supported. The area may relate to a variety of development or support functions. Must have experience in software and/or hardware systems as appropriate, analysis and developing trade-off studies.

Functional Responsibility: Under limited supervision, responsible for the operation and improvement of a customer hardware/software system. Provides expertise in the designated system, ensures effective and reliable operation, advises users, and recommends mechanisms for improvement. Areas of specialty supported may include system security, systems analysis, or web master for medium complexity web sites.

Minimum Education: Bachelor's degree, or equivalent.

13. Computer Specialist, Staff

Minimum/General Experience: Three years experience in area to be supported, demonstrated by progressive prior work experience. The specialty may relate to a variety of development or support functions.

Functional Responsibility: Under direct supervision, responsible for the operation and improvement of a customer hardware/software system. Provides help in the designated system, ensures effective and reliable operation, advises users, and recommends mechanisms for improvement.

Minimum Education: Associate's degree, or equivalent.

14. Systems Analyst, Senior

Minimum/General Experience: Three years progressive experience in the analysis and design of systems in the area to be supported. Must have broad experience in software capabilities and application development tools and languages, as well as an appreciation of operating systems and computer hardware on which systems will function.

Functional Responsibility: Primary responsibility for the analysis of the design and functioning of a customer's hardware/software system. Provides expertise in ensuring that the design of the system and its implementation meet the specified functional requirements. Analyzes existing systems to ensure effective and reliable operation, advises users, and recommends mechanisms for improvement.

Minimum Education: Bachelor's degree, or equivalent, related to the required specialty.

15. Systems Analyst, Staff

Minimum/General Experience: Three years of applicable experience in the preparation of data according to established procedures for computer or other processing by a number of different processing routines or a series of complex steps. Also must have experience in the review of inputs and outputs for accuracy and suitability, and in making minor adjustments and/or corrections to improve quality.

Functional Responsibility: Under limited supervision, performs technical tasks associated with a scientific or general data processing environment. May act as a point of contact for individual users with operations or routine technically related problems. Coordinates tasks with other employees, and trains and assists less-experienced personnel.

Minimum Education: Associate's degree, or equivalent, related to the required specialty.

16. Software Engineer, Supervisory

Minimum/General Experience: Ten years of progressive experience performing highly complex software engineering activities using software engineering concepts and software techniques considered "state-of-the-art."

Functional Responsibility: Primary responsibility for performing difficult and highly complex software engineering assignments relative to the modification and/or development of software systems. Formulates and develops systems or subsystems architecture, requirements, and design documents. Performs software algorithm development, design, coding, and

documentation work of systems to ensure compliance with software engineering standards. Investigates, interprets, and evaluates highly complex system software requirements, and recommends specific modifications and areas requiring further intensive study. Investigates, analyzes, and compares existing systems or subsystems software, and makes specific recommendations to increase their scope and performance to meet client's specific requirements and ensure achievement of assigned technical activities, as required. May provide technical direction and guidance to lower-level professional software personnel.

Minimum Education: Bachelor's degree, or equivalent, related to the required specialty. Master's degree in a related field may be substituted for four year's progressive experience.

17. Software Engineer, Senior

Minimum/General Experience: Four to nine years of experience performing difficult and complex software engineering activities relative to the design and development of existing software and new or existing systems or subsystems software.

Functional Responsibility: Under limited supervision, performs difficult and complex software engineering assignments relative to the modification and/or development of software systems. Formulates and develops systems or subsystems architecture, requirements, and design documents. Performs software algorithm development, design, coding, and documentation work of systems. Evaluates subcontractor software activities, so as to ensure compliance with software engineering standards.

Minimum Education: Bachelor's degree, or equivalent.

18. Software Engineer, Staff

Minimum/General Experience: Entry level position. No experience required.

Functional Responsibility: Under direct supervision, performs software engineering assignments relative to the modification and/or development of software systems. Assists more senior engineers in the formulation and development of systems or subsystems architecture, requirements, and design documents. Assists in performing software algorithm development, design, coding, and documentation work of systems. Assists in the evaluation of subcontractor software activities, so as to ensure compliance with software engineering standards.

Minimum Education: Bachelor's degree, or equivalent, related to the required specialty.

19. Applications Engineer, Senior

Minimum/General Experience: Ten years experience managing or performing software engineering activities (of which at least eight years must be specialized). Specialized

experience includes: demonstrated experience with programming languages in the design and implementation of systems and using database management systems. General experience includes increasing responsibilities in software engineering activities. Knowledgeable of applicable standards.

Functional Responsibility: Primary responsibility for analysis and study of complex system requirements. Designs software tools and subsystems to support software reuse and domain analyses and manages their implementation. Manages software development and support using formal specifications, data flow diagrams, other accepted design techniques and, when appropriate, Computer Aided Software Engineering (CASE) tools. Estimates software development costs and schedule. Reviews existing programs and assists in making refinements, reducing operating time, and improving current techniques. Supervises software configuration management.

Minimum Education: Bachelor's degree, or equivalent, in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline. A Master's degree in a computer related field may be substituted for two year's of specialized experience.

20. Applications Engineer, Staff

Minimum/General Experience: Four years specialized experience as an applications programmer on database management systems, knowledge of computer equipment and ability to develop complex software to satisfy design objectives. Demonstrated ability to work independently or under only general direction.

Functional Responsibility: Under limited supervision, analyzes and studies complex system requirements. Uses software tools and subsystems to support software reuse and domain analyses. Assists in software development and support using formal specifications, data flow diagrams, other accepted design techniques and, when appropriate, Computer Aided Software Engineering (CASE) tools. Reviews existing programs and assists in making refinements, reducing operating time, and improving current techniques. Performs software configuration management. Develops block diagrams and logic flow charts. Translates detailed design into computer software. Provides technical direction to programmers to ensure program deadlines are met.

Minimum Education: Bachelor's degree, or equivalent, in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline. A Master's degree in a computer related field may be substituted for two year's of specialized experience.

21. Applications Programmer, Senior

Minimum/General Experience: Four years specialized experience as an applications programmer on database management systems, knowledge of computer equipment and ability to

develop complex software to satisfy design objectives. Demonstrated ability to work independently or under only general direction.

Functional Responsibility: Under limited supervision, analyzes functional business and/or scientific applications and design specifications for functional activities. Develops block diagrams and logic flow charts. Translates detailed design into computer software. Tests, debugs, and refines the computer software to produce the required product. Prepares required documentation, including both program-level and user-level documentation. Enhances software to reduce operating time or improve efficiency. Provides technical direction to programmers to ensure program deadlines are met.

Minimum Education: Bachelor's degree, or equivalent, in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline. A Master's degree in a computer related field may be substituted for two years of specialized experience.

22. Applications Programmer, Staff

Minimum/General Experience: Entry level position. No experience required.

Functional Responsibility: Under direct supervision, participates in the analysis of functional business and/or scientific applications and design specifications for functional activities. Assists in the development of block diagrams and logic flow charts. Translates detailed design into computer software. Tests, debugs, and refines the computer software to produce the required product. Assists Applications Engineers and Senior Applications Programmers to interpret software requirements and design specifications to code, and integrate and test software components.

Minimum Education: Bachelor's degree, or equivalent, in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline.

23. Systems Administrator, Senior

Minimum/General Experience: Four years of advanced technical experience subsequent to college graduation, characterized by progression in complexity, difficulty, variety, and degree of independence of work assignment difficulty. Expertise in UNIX, Novell and/or NT systems as required, including operating system installation and upgrade, network interconnection, troubleshooting, access security, user accounts, and backup and restore techniques.

Functional Responsibility: Primary responsibility for systems administration or large or complex systems including multi-processor or multi-machine systems, LANs, WANs, and intranets. Overall responsibility for proper and reliable functioning of the system.

Minimum Education: Bachelor's degree, or equivalent, in a computer related field. A

Master's degree in a related field may be substituted for two year's progressive experience.

24. Systems Administrator, Staff

Minimum/General Experience: Four years of advanced technical experience characterized by progression in complexity, difficulty, variety, and degree of independence of work assignment difficulty. Familiarity with UNIX, Novell, or NT systems including troubleshooting, access security, user accounts, and backup and restore techniques.

Functional Responsibility: Primary responsibility for systems administration of a medium size system of medium complexity including LANs, WANs, and intranets. Under general supervision, assists in the systems administration of large, complex, or multiple platform systems.

Minimum Education: Associate's degree, or equivalent, plus evidence of attendance at appropriate technical courses during career progression.

25. Database Administrator, Supervisory

Minimum/General Experience: Ten years of progressive experience in areas related to the administration, planning, and development of computerized databases.

Functional Responsibility: Primary responsibility for all activities related to the administration, planning, and development of computerized databases. Formulates and implements policies and procedures pertaining to database management, security, maintenance, and utilization. Works directly with database users, providing advice as to procedures, technical problems, priorities, and methodologies.

Minimum Education: Bachelor's degree related to the required specialty, or equivalent.

26. Database Administrator, Senior

Minimum/General Experience: Three years of progressive experience in areas related to the administration, planning, and development of computerized databases.

Functional Responsibility: Under limited supervision, performs all activities related to the administration, planning, and development of computerized databases. Formulates and implements policies and procedures pertaining to database management, security, maintenance, and utilization. Works directly with database users, providing advice as to procedures, technical problems, priorities, and methodologies.

Minimum Education: Bachelor's degree, or equivalent, related to the required specialty.

27. Database Administrator, Staff

Minimum/General Experience: Entry level position. No experience required.

Functional Responsibility: Under moderate supervision, usually as part of a team, executes various database projects including the development and maintenance of database software, as well as problem resolution.

Minimum Education: Bachelor's degree, or equivalent, related to the required specialty.

28. Design Engineer

Minimum/General Experience: Five years of progressive experience in applying computer technology to experiments, applications, processes, or fabrication.

Functional Responsibility: Primary responsibility for providing computer design and analysis of scientific experiments and/or complex scientific, technical, or engineering processes. Supervises other engineers, designers, and programmers in the development of software and systems for the conduct of experiments or the implementation of processes.

Minimum Education: Ph.D. in Computer Science, Math, Engineering, Physics, Chemistry, Meteorology, Biology or other scientific field. A Master's degree and five years of specialized experience, in addition to the minimum required, may be substituted for a Ph.D. A Bachelor's degree and ten years of specialized experience, in addition to the minimum required, may be substituted for a Ph.D.

29. Electronics/Electrical Engineer

Minimum/General Experience: Five years of progressive experience in the analysis, design, and/or specification of electronic, telecommunication, and/or computer system, subsystems, or components as related to the required task.

Functional Responsibility: Develops and refines new engineering techniques to enhance quality and productivity of electronic, telecommunication, and/or computer systems. Establishes performance and technical standards. Generates and approves project and testing specifications. Performs complex engineering analysis and design tasks. Prepares specifications and designs, and implements solutions.

Minimum Education: Bachelor's degree, or equivalent, in Electrical Engineering, Electronic Engineering, Electrical Engineering Technology, or similar technical discipline.

30. Electronic Engineering Technologist

Minimum/General Experience: Five years of progressive experience with telecommunications, ADP, computer networks, and/or complex computer systems.

Functional Responsibility: Acts as a functional expert for telecommunications, ADP, computer networks and complex computer system related projects. Performs required network/system operational and installation support and supervises electronic technicians and other non-professional personnel in the performance of their duties. Participates in preparing briefings, presentations, written reports, and post-project evaluations. May coordinate with Project Managers and other senior technical, scientific, and engineering staff and client agency personnel to ensure solution and user satisfaction for technical matters.

Minimum Education: Bachelor's degree, or equivalent, in a related field.

31. Electronics Technician, Senior

Minimum/General Experience: Seven years of advanced technical experience characterized by progression in complexity, difficulty, variety, and degree of independence of work assignment difficulty. Technical certification such as CNE, CAN, MCSE in appropriate areas related to anticipated work assignment.

Functional Responsibility: Leadership position in service areas not requiring a formal college education. Leader of a group responsible for physical network layout and installation including FDDI, Fibre Channel, 10 BaseT, 100 BaseT, and ATM.

Minimum Education: High School Diploma. Evidence of attendance at appropriate technical courses during career progression.

32. Electronics Technician, Staff Level 2

Minimum/General Experience: Four years of advanced technical experience characterized by progression in complexity, difficulty, variety, and degree of independence of work assignment difficulty.

Functional Responsibility: Under limited supervision responsible for physical network troubleshooting, maintenance and installation including FDDI, Fibre Channel, 10 BaseT, 100 BaseT, and ATM. May be technician responsible for assembly of experimental or one-of-a-kind electronic, computer related circuitry, or systems administrator for a moderate size system.

Minimum Education: High School Diploma. Evidence of attendance at appropriate technical courses during career progression.

33. Electronics Technician, Staff Level 1

Minimum/General Experience: Entry level position. No experience required.

Functional Responsibility: Under direct supervision, assists in the installation, maintenance, and troubleshooting of computer networks and systems.

Minimum Education: High School Diploma.

34. Systems Operator

Minimum/General Experience: Five years experience (of which at least two years must be specialized experience) operating a large-scale computer system or a multi-server local area network. Must demonstrate sufficient knowledge of programming to understand how programs use computer hardware.

Functional Responsibility: Monitors and supports computer processing. Coordinates input, output, and file media. Distributes output and controls computer operation which may be mainframe, mini-, or client/server-based.

Minimum Education: Associate's degree, or equivalent, in Computer Science, Information Systems, Engineering, Business, or other related discipline is required. A Bachelor's degree in a related field may be substituted for two years experience.

35. Computer Operator, Senior

Minimum/General Experience: Three years experience operating computer systems on multi-server local area network.

Functional Responsibility: Under general direction, monitors and controls a computer by operating the central console or on-line terminals. Studies program operating instructionsheets to determine equipment setup and run operations. Continuously observes the operation of the console printer to monitor system and determine the point of equipment or program failures. Manipulates controls in accordance with standard procedures to rearrange sequence of job steps.

Minimum Education: Associate's degree, or equivalent, in Computer Science or related study.

36. Computer Operator, Staff

Minimum/General Experience: Three years experience operating computers, computer systems, on local area networks.

Functional Responsibility: Under direct supervision, assists in monitoring and controlling a computer by operating the central console or on-line terminals. May operate

auxiliary equipment directly associated with the computer. May work independently on several phases of computer operations, but still needs some instruction and guidance for other phases.

Minimum Education: High School Diploma.

37. Computer Aide

Minimum/General Experience: Entry level position. No experience required.

Functional Responsibility: Under direct supervision, provides administrative, clerical and operations support (loading printers and plotters with correct paper, labeling tape reels, examining tapes, cards, or other material for defects) including scheduling and tape library functions. May maintain operations documentation.

Minimum Education: High School Diploma.

38. CAD Drafter

Minimum/General Experience: Three years experience in computer-aided design, illustration, and an understanding of drawing standards are required.

Functional Responsibility: Under general supervision, makes electrical and mechanical drawings, interface drawings and views using popular CAD software. Proficient in performing the common CAD functions such as enlarging or reducing material, checking completed drawings for accuracy and completeness, and ensuring conformance to standards. May supervise or review the work of other drafting technicians and illustrators.

Minimum Education: Associate's degree, or equivalent, technical school education in drafting, design, or in an engineering discipline.

39. Graphics Designer

Minimum/General Experience: Three years experience designing and preparing brochures, flip charts, illustrations, and related graphic materials using sophisticated computer-aided graphics software packages; revolving computer design problems using available software tools; and demonstrating creativity and resourcefulness, as well as the occasional use of independent judgment, when interfacing with members of the technical staff.

Functional Responsibility: Reviews graphics requests to determine scope of requirements and consults with and advises requester regarding the most appropriate and economical means of fulfilling the request. Plans and conceives methods of approach; generates routine graphics using computer-aided graphics techniques; designs templates for use by word processing and graphics staff to produce documents; prepares camera-ready layouts, including stripping and color separations for multicolor printing tasks; performs system administration

functions required for hardware/software tools being used; reviews preliminary sketches and outlines with client to ensure that specifications are accomplished; and participates in the design of exhibits for management and/or client presentation.

Minimum Education: Bachelor's degree, or equivalent.

40. Data Entry Clerk

Minimum/General Experience: One year experience in data entry and verification.

Functional Responsibility: Under close supervision, performs data entry via on-line data terminal, key-to-tape, key-to-disk, or similar device. Verifies data entered, where applicable.

Minimum Education: High School Diploma.

41. Consulting Specialist

Minimum/General Experience: 25+ years of project related experience and recognized expertise in a technical field plus specialized work on high-profile projects.

Functional Responsibility: Independently plans, conducts, and investigates high-profile projects requiring special intelligence skills.

Minimum Education: Ph.D.

42. Subject Matter Expert, Senior

Minimum/General Experience: 7+ years of project related experience and recognized expertise in a technical field via technically unique project work or innovation, published papers, advanced degrees, awards, etc.

Functional Responsibility: Conducts and technically directs complex projects involving the origination, application, and/or analysis of new or innovative techniques and approaches. Provides technical leadership, inspiration, and consultation to professional co-workers.

Minimum Education: Bachelor's degree.

43. Subject Matter Expert

Minimum/General Experience: 3+ years of project related experience and recognized expertise in a technical field via technically unique project work or innovation, published papers, advanced degrees, awards, etc.

Functional Responsibility: Works independently on complex projects involving

origination, application, and/or analysis of new or innovative techniques and approaches. Provides technical leadership, inspiration, and consultation to professional co-workers.

Minimum Education: Bachelor's degree.

44. Technical Librarian, Senior

Minimum/General Experience: Eight years of experience in maintaining and administering a technical library, including acquisitions, cataloging, classification, and circulation of materials and available automated systems.

Functional Responsibility: Primary responsibility for overall management of a Technical Library. Provides in-depth scientific and technical information services to users, as needed, and helps to define goals of the Technical Library staff.

Minimum Education: Bachelor's degree, or equivalent.

45. Technical Librarian, Staff

Minimum/General Experience: Three years of experience providing specific technical reference material to engineering and scientific staff, and accomplishes necessary research in maintaining technical library acquisitions, cataloging, and circulation of materials.

Functional Responsibility: Under general supervision, implements appropriate cataloging and classification procedures in accordance with current library standards. Assists users in locating materials in the library. Provides reference services, as needed; maintains library records on circulation, purchase of materials, and other documentation required to provide visibility of operations to management; and develops and maintains contact with other related technical libraries to provide for freely flowing information exchange.

Minimum Education: Bachelor's degree, or equivalent.

46. Technical Editor, Senior

Minimum/General Experience: Eight years of related experience providing technical editing and rewriting of technical reports, proposals, and promotional materials. Must be familiar with the principles of engaging in interdepartmental contact and acting as liaison between customer and the technical staff

Functional Responsibility: Under limited supervision, edits and rewrites online and hardcopy documents for grammatical, syntactical, and usage errors; spelling; punctuation; and adherence to standards, including consistency, format, and presentation. Proofreads documentation and graphics for accuracy and adherence to original content, and provides quality control checking for documents received from copying and word processing. Assembles master copies, including graphics, appendices, table of contents, and title pages. Determines level of

effort required for incoming documents.

Minimum Education: Bachelor's degree, or equivalent, in an associated discipline. A Master's degree in a related field may be substituted for four years of experience.

47. Technical Editor, Staff

Minimum/General Experience: Three years of related experience providing technical editing and rewriting of technical reports, proposals, and promotional materials. Must be familiar with the principles of engaging in interdepartmental contact and acting as a liaison between customers and the technical staff.

Functional Responsibility: Under general supervision, edits and rewrites online and hardcopy documents for grammatical, syntactical, and usage errors; spelling; punctuation; and adherence to standards, including consistency, format, and presentation. Proofreads documentation and graphics for accuracy and adherence to original content; provides quality control checking for documents received from photocopying and word processing; assembles master copies, including graphics, appendices, table of contents, and title pages; assists in scheduling printing, copying, and graphics with vendors. Obtains quotes and determines best price to achieve quality documents, assists in determining level of effort required for incoming documents, assists in document tracking and logging, and consults with technical staff to determine format, content, and the organization of technical reports and proposals.

Minimum Education: Bachelor's degree, or equivalent, in an associated discipline. A Master's degree in a related field may be substituted for the experience requirement.

48. Technical Writer, Senior

Minimum/General Experience: Eight years of related experience performing technical writing, research, and editing functions to prepare briefings, manuals, and other contract deliverables to meet contract requirements and respond to requests for information.

Functional Responsibility: Under minimal supervision, writes and/or edits technical documents, including business proposals, reports, manuals, briefings and presentations, guidelines, and other project deliverables to meet contract requirements. Reviews and edits documents developed by others to ensure accuracy and quality of content, organization, language, format consistency, and conformance with established standards; works with technical staff to develop documentation requirements; develops outlines and drafts for review and approval by technical specialists and project management; and ensures that final documents meet applicable contract requirements and regulations. Researches and gathers technical and background information for inclusion in project documentation and deliverables. Consults relevant information sources, including library resources, technical and financial documents, and client and project personnel (to obtain background information), and verifies pertinent guidelines and regulations governing project deliverables.

Minimum Education: Bachelor's degree, or equivalent, related to the required specialty. A Master's degree in a related field may be substituted for four years of related experience.

49. Technical Writer, Staff

Minimum/General Experience: Three years of related experience performing technical writing research, and editing functions to prepare briefings, manuals, and other contract deliverables to meet contract requirements and respond to requests for information.

Functional Responsibility: Under general supervision, writes and/or edits technical documents, including business proposals, reports, manuals, briefings and presentations, guidelines, and other project deliverables to meet contract requirements. Reviews and edits documents developed by others to ensure accuracy and quality of content, organization, language, format consistency, and conformance with established standards; works with technical staff to develop documentation requirements; develops outlines and drafts for review and approval by technical specialists and project management; and ensures that final documents meet applicable contract requirements and regulations. Researches and gathers technical and background information for inclusion in project documentation and deliverables. Consults relevant information sources, including library resources, technical and financial documents, and client and project personnel to obtain background information, and verifies pertinent guidelines and regulations governing project deliverables.

Minimum Education: Bachelor's degree, or equivalent, related to the required specialty. A Master's degree in a related field may be substituted for the experience requirement.

50. Procurement Specialist

Minimum/General Experience: Five years progressive experience in applying computer based ordering and inventory systems for procurement of technical and/or scientific goods and services.

Functional Responsibility: Under direct supervision, procures hardware, software, goods, and services in accordance with specifications and requirements established by technical personnel and/or client. Maintains MRP system and/or inventory control systems. Monitors vendor performance with regard to delivery schedules, quality of service, and competitiveness of pricing.

Minimum Education: High School Diploma.

51. Administrative Assistant, Staff

Minimum/General Experience: Must have experience in typing technical documentation, narrative material, and other word processing assignments. In addition, must be competent in the use of computer databases and spreadsheets.

Functional Responsibility: Under direct supervision, responsible for accurately typing complicated scientific/technical reports and documents.

Minimum Education: High School Diploma.

52. Administrative Assistant, Senior

Minimum/General Experience: Must have experience in typing technical documentation, narrative material, and other word processing assignments.

Functional Responsibility: Under general supervision, establishes databases and maintain data and reports relating to a variety of computer, scientific, technical, financial, inventory, or administrative needs.

Minimum Education: High School Diploma.

INFORMATION TECHNOLOGY SCHEDULE PRICELIST
Fully Burdened Hourly Rates for
Contractor-Site and Government-Site Employees

Labor Category		Year 1 (1999-2000)		Year 2 (2000-2001)		Year 3 (2001-2002)		Year 4 (2002-2003)		Year 5 (2003-2004)	
		Cntr Site	Govt Site	Cntr Site	Govt Site	Cntr Site	Govt Site	Cntr Site	Govt Site	Cntr Site	Govt Site
1	Program Mgr	96.24	74.12	99.03	67.65	101.90	69.61	104.86	71.63		
2	Project Mgr	74.74	57.55	76.91	57.19	79.14	58.84	81.44	60.55		
3	Senior Consultant	104.96	80.82	108.64	70.33	112.43	72.79	116.37	75.34		
4	Consultant	69.70	53.68	72.14	53.64	74.67	55.52	77.29	57.46		
5	Sci Data Analyst, Supvr	85.89	66.14	88.90	66.08	92.01	68.40	95.23	70.79		
6	Sci Data Analyst, Sr	68.58	52.81	70.98	52.43	73.47	54.27	76.04	56.17		
7	Sci Data Analyst, Staff Level 3	55.01	42.37	56.94	42.34	58.93	43.82	60.99	45.36		
8	Sci Data Analyst, Staff Level 2	36.07	27.78	37.33	27.74	38.63	28.71	39.99	29.72		
9	Sci Data Analyst, Staff Level 1	30.57	23.52	31.64	23.52	32.75	24.35	33.91	25.20		
10	Computer Scientist	54.41	41.92	56.32	41.88	58.29	43.35	60.33	44.86		
11	Computer Scientist, Supvr	55.50	42.75	57.44	41.88	59.45	43.35	61.53	44.86		
12	Computer Scientist, Sr	41.21	31.74	42.65	31.70	44.15	32.81	45.69	33.97		
13	Computer Scientist, Staff	32.69	25.19	33.84	25.17	35.02	26.05	36.24	26.96		
14	Systems Analyst, Sr	58.84	45.33	60.90	45.29	63.03	46.87	65.24	48.51		
15	Systems Analyst, Staff	40.43	31.14	41.84	31.13	43.31	32.22	44.82	33.35		
16	Software Engr, Supvr	74.28	57.22	76.87	57.16	79.56	59.16	82.35	61.23		
17	Software Engr, Sr	60.27	46.42	62.38	46.37	64.56	48.00	66.82	49.67		
18	Software Engr, Staff	43.74	33.67	45.28	33.67	46.86	34.86	48.50	36.08		
19	Applications Engr, Sr	72.53	55.85	75.06	55.83	77.69	57.78	80.41	59.80		
20	Applications Engr, Staff	60.01	46.23	62.12	46.19	64.29	47.80	66.54	49.48		
21	Applications Programmer, Sr	52.22	40.22	54.05	40.84	55.93	42.28	57.89	43.76		
22	Applications Programmer, Staff	39.97	30.76	41.36	30.75	42.80	31.84	44.30	32.95		
23	Systems Administrator, Sr	47.15	36.33	48.79	36.30	50.50	37.57	52.27	38.89		
24	Systems Administrator, Staff	40.59	34.09	42.02	34.06	43.49	35.25	45.02	36.48		
25	Database Administrator, Supvr	71.94	60.06	74.46	60.01	77.06	62.12	79.76	64.29		
26	Database Administrator, Sr	53.80	41.46	55.68	41.43	57.63	42.88	59.65	44.39		
27	Database Administrator, Staff	33.77	26.01	34.96	25.99	36.18	26.90	37.44	27.84		
28	Design Engr	77.31	64.57	80.01	64.52	82.81	66.78	85.71	69.11		
29	Electronic/Electrical Engr	62.13	47.84	64.30	47.81	66.55	49.49	68.88	51.23		
30	Electronic Engrng Technologist	53.82	41.46	55.71	41.43	57.66	42.88	59.68	44.39		
31	Electronics Tech, Sr	40.34	31.07	41.75	31.06	43.22	32.15	44.73	33.27		
32	Electronics Tech, Staff Level 2	35.15	28.34	36.38	26.45	37.65	27.38	38.97	28.34		
33	Electronics Tech, Staff Level 1	19.97	20.65	20.66	14.94	21.39	15.46	22.14	16.01		
34	Systems Operator	40.43	31.14	41.84	31.13	43.31	32.22	44.82	33.35		
35	Computer Operator, Sr	29.04	27.66	30.06	26.59	31.11	27.52	32.20	28.48		
36	Computer Operator, Staff	21.27	20.80	22.02	19.75	22.79	20.43	23.58	21.15		
37	Computer Aide	20.47	15.77	21.07	15.54	21.67	16.00	22.30	16.46		
38	CAD Drafter	34.23	27.09	35.43	26.71	36.67	27.65	37.96	28.62		
39	Graphics Designer	34.23	27.01	35.43	26.65	36.67	27.58	37.96	28.55		
40	Data Entry Clerk	20.47	16.33	21.07	16.81	21.67	17.29	22.30	17.80		
41	RESERVED										
42	RESERVED										
43	RESERVED										
44	Technical Librarian, Sr	51.65	39.77	53.46	39.75	55.33	41.15	57.27	42.59		
45	Technical Librarian, Staff	29.92	23.05	30.97	23.02	32.05	23.83	33.17	24.66		
46	Technical Editor, Sr	44.19	34.04	45.73	34.02	47.33	35.21	48.99	36.44		
47	Technical Editor, Staff	33.78	26.02	34.97	26.01	36.19	26.92	37.45	27.86		
48	Technical Writer, Sr	42.24	32.53	43.71	32.52	45.24	33.66	46.82	34.85		
49	Technical Writer, Staff	34.14	27.94	35.33	24.23	36.56	25.08	37.84	25.96		
50	Procurement Specialist	38.82	29.90	39.95	29.64	41.11	30.50	42.30	31.39		
51	Administrative Asst, Sr	29.04	24.04	29.88	20.58	30.74	21.18	31.63	21.80		
52	Administrative Asst, Staff	20.47	18.92	21.07	15.54	21.67	16.00	22.30	16.46		

See Attached Supplemental Rate Sheet for IFF Decrease IAW Modification #FX-03

INFORMATION TECHNOLOGY SCHEDULE PRICELIST
Fully Burdened Hourly Rates for
Contractor-Site and Government-Site Employees

Supplemental Rate Sheet for IFF Decrease IAW Modification #FX-03

Labor Category		Year 5			
		May-Dec 2003 (Incl. 1% IFF)		Jan-May 2004 (Incl. 0.75% IFF)	
		Contractor Site	Government Site	Contractor Site	Government Site
1	Program Mgr	107.90	73.71	107.63	73.53
2	Project Mgr	83.80	62.31	83.59	62.15
3	Senior Consultant	120.44	77.97	120.14	77.78
4	Consultant	79.99	59.47	79.79	59.32
5	Sci Data Analyst, Supvr	98.57	73.27	98.32	73.09
6	Sci Data Analyst, Sr	78.71	58.14	78.51	58.00
7	Sci Data Analyst, Staff Level 3	63.13	46.94	62.97	46.82
8	Sci Data Analyst, Staff Level 2	41.39	30.76	41.29	30.68
9	Sci Data Analyst, Staff Level 1	35.09	26.08	35.00	26.01
10	Computer Scientist	62.44	46.43	62.28	46.31
11	Computer Scientist, Supvr	63.68	46.43	63.52	46.31
12	Computer Scientist, Sr	47.29	35.16	47.17	35.07
13	Computer Scientist, Staff	37.51	27.90	37.42	27.83
14	Systems Analyst, Sr	67.52	50.21	67.35	50.08
15	Systems Analyst, Staff	46.39	34.52	46.27	34.43
16	Software Engr, Supvr	85.22	63.37	85.01	63.21
17	Software Engr, Sr	69.16	51.41	68.99	51.28
18	Software Engr, Staff	50.20	37.34	50.07	37.25
19	Applications Engr, Sr	83.22	61.89	83.01	61.74
20	Applications Engr, Staff	68.87	51.21	68.70	51.08
21	Applications Programmer, Sr	59.92	45.30	59.77	45.19
22	Applications Programmer, Staff	45.85	34.10	45.74	34.01
23	Systems Administrator, Sr	54.10	40.25	53.97	40.15
24	Systems Administrator, Staff	46.59	37.75	46.47	37.66
25	Database Administrator, Supvr	82.55	66.54	82.34	66.37
26	Database Administrator, Sr	61.74	45.94	61.59	45.83
27	Database Administrator, Staff	38.75	28.81	38.65	28.74
28	Design Engr	88.71	71.54	88.49	71.36
29	Electronic/Electrical Engr	71.30	53.03	71.12	52.90
30	Electronic Engrng Technologist	61.77	45.94	61.62	45.83
31	Electronics Tech, Sr	46.30	34.43	46.18	34.34
32	Electronics Tech, Staff Level 2	40.33	29.33	40.23	29.26
33	Electronics Tech, Staff Level 1	22.92	16.56	22.86	16.52
34	Systems Operator	46.39	34.52	46.27	34.43
35	Computer Operator, Sr	33.33	29.48	33.25	29.41
36	Computer Operator, Staff	24.41	21.89	24.35	21.84
37	Computer Aide	22.95	16.94	22.89	16.90
38	CAD Drafter	39.29	29.62	39.19	29.55
39	Graphics Designer	39.29	29.55	39.19	29.48
40	Data Entry Clerk	22.95	18.31	22.89	18.26
41	RESERVED				
42	RESERVED				
43	RESERVED				
44	Technical Librarian, Sr	59.27	44.09	59.12	43.98
45	Technical Librarian, Staff	34.33	25.52	34.24	25.46
46	Technical Editor, Sr	50.70	37.71	50.57	37.62
47	Technical Editor, Staff	38.76	28.84	38.66	28.77
48	Technical Writer, Sr	48.46	36.07	48.34	35.98
49	Technical Writer, Staff	39.17	26.87	39.07	26.80
50	Procurement Specialist	43.52	32.30	43.41	32.22
51	Administrative Asst, Sr	32.55	22.43	32.47	22.37
52	Administrative Asst, Staff	22.95	16.94	22.89	16.90

INFORMATION TECHNOLOGY SCHEDULE PRICELIST
Fully Burdened Hourly Rates for
Contractor-Site and Government-Site Employees

Labor Category		Year 6 (2004-2005)		Year 7 (2005-2006)		Year 8 (2006-2007)		Year 9 (2007-2008)		Year 10 (2008-2009)	
		Cntr Site	Govt Site	Cntr Site	Govt Site	Cntr Site	Govt Site	Cntr Site	Govt Site	Cntr Site	Govt Site
1	Program Manager	110.75	75.66	113.96	77.85	117.26	80.11	120.66	82.43	124.16	84.82
2	Project Manager	86.01	63.95	88.50	65.80	91.07	67.71	93.71	69.67	96.43	71.69
3	Senior Consultant	123.62	80.04	127.20	82.36	130.89	84.75	134.69	87.21	138.60	89.74
4	Consultant	82.10	61.04	84.48	62.81	86.93	64.63	89.45	66.50	92.04	68.43
5	Scientific Data Analyst, Supervisory	101.17	75.21	104.10	77.39	107.12	79.63	110.23	81.94	113.43	84.32
6	Scientific Data Analyst, Senior	80.79	59.68	83.13	61.41	85.54	63.19	88.02	65.02	90.57	66.91
7	Scientific Data Analyst, Staff Level 3	64.80	48.18	66.68	49.58	68.61	51.02	70.60	52.50	72.65	54.02
8	Scientific Data Analyst, Staff Level 2	42.49	31.57	43.72	32.49	44.99	33.43	46.29	34.40	47.63	35.40
9	Scientific Data Analyst, Staff Level 1	36.02	26.76	37.06	27.54	38.13	28.34	39.24	29.16	40.38	30.01
10	Computer Scientist	64.09	47.65	65.95	49.03	67.86	50.45	69.83	51.91	71.86	53.42
11	Computer Specialist, Supervisory	65.36	47.65	67.26	49.03	69.21	50.45	71.22	51.91	73.29	53.42
12	Computer Specialist, Senior	47.17	35.07	47.17	35.07	47.17	35.07	47.17	35.07	47.17	35.07
13	Computer Specialist, Staff	38.51	28.64	39.63	29.47	40.78	30.32	41.96	31.20	43.18	32.10
14	Systems Analyst, Senior	69.30	51.53	71.31	53.02	73.38	54.56	75.51	56.14	77.70	57.77
15	Systems Analyst, Staff	47.61	35.43	48.99	36.46	50.41	37.52	51.87	38.61	53.37	39.73
16	Software Engineer, Supervisory	87.48	65.04	90.02	66.93	92.63	68.87	95.32	70.87	98.08	72.93
17	Software Engineer, Senior	70.99	52.77	73.05	54.30	75.17	55.87	77.35	57.49	79.59	59.16
18	Software Engineer, Staff	50.07	37.25	50.07	37.25	50.07	37.25	50.07	37.25	50.07	37.25
19	Applications Engineer, Senior	85.42	63.53	87.90	65.37	90.45	67.27	93.07	69.22	95.77	71.23
20	Applications Engineer, Staff	70.69	52.56	72.74	54.08	74.85	55.65	77.02	57.26	79.25	58.92
21	Applications Programmer, Senior	61.50	46.50	63.28	47.85	65.12	49.24	67.01	50.67	68.95	52.14
22	Applications Programmer, Staff	47.07	35.00	48.44	36.02	49.84	37.06	51.29	38.13	52.78	39.24
23	Systems Administrator, Senior	53.97	40.15	53.97	40.15	53.97	40.15	53.97	40.15	53.97	40.15
24	Systems Administrator, Staff	47.82	38.75	49.21	39.87	50.64	41.03	52.11	42.22	53.62	43.44
25	Database Administrator, Supervisory	82.34	66.37	82.34	66.37	82.34	66.37	82.34	66.37	82.34	66.37
26	Database Administrator, Senior	61.59	45.83	61.59	45.83	61.59	45.83	61.59	45.83	61.59	45.83
27	Database Administrator, Staff	39.77	29.57	40.92	30.43	42.11	31.31	43.33	32.22	44.59	33.15
28	Design Engineer	88.49	71.36	88.49	71.36	88.49	71.36	88.49	71.36	88.49	71.36
29	Electronic/Electrical Engineer	73.18	54.43	75.30	56.01	77.48	57.63	79.73	59.30	82.04	61.02
30	Electronic Engrng Technologist	63.41	47.16	65.25	48.53	67.14	49.94	69.09	51.39	71.09	52.88
31	Electronics Technician, Senior	47.52	35.34	48.90	36.36	50.32	37.41	51.78	38.49	53.28	39.61
32	Electronics Technician, Staff Level 2	41.40	30.11	42.60	30.98	43.84	31.88	45.11	32.80	46.42	33.75
33	Electronics Technician, Staff Level 1	22.86	16.52	22.86	16.52	22.86	16.52	22.86	16.52	22.86	16.52
34	Systems Operator	46.27	34.43	46.27	34.43	46.27	34.43	46.27	34.43	46.27	34.43
35	Computer Operator, Senior	33.25	29.41	33.25	29.41	33.25	29.41	33.25	29.41	33.25	29.41
36	Computer Operator, Staff	25.06	22.47	25.79	23.12	26.54	23.79	27.31	24.48	28.10	25.19
37	Computer Aide	22.89	16.90	22.89	16.90	22.89	16.90	22.89	16.90	22.89	16.90
38	CAD Drafter	40.33	30.41	41.50	31.29	42.70	32.20	43.94	33.13	45.21	34.09
39	Graphics Designer	39.19	29.48	39.19	29.48	39.19	29.48	39.19	29.48	39.19	29.48
40	Data Entry Clerk	22.89	18.26	22.89	18.26	22.89	18.26	22.89	18.26	22.89	18.26
41	Consulting Specialist									219.14	176.93
42	Subject Matter Expert, Senior									201.28	146.34
43	Subject Matter Expert									137.05	99.65
44	Technical Librarian, Senior	60.83	45.26	62.59	46.57	64.41	47.92	66.28	49.31	68.20	50.74
45	Technical Librarian, Staff	34.24	25.46	34.24	25.46	34.24	25.46	34.24	25.46	34.24	25.46
46	Technical Editor, Senior	52.04	38.71	53.55	39.83	55.10	40.99	56.70	42.18	58.34	43.40
47	Technical Editor, Staff	39.78	29.60	40.93	30.46	42.12	31.34	43.34	32.25	44.60	33.19
48	Technical Writer, Senior	49.74	37.02	51.18	38.09	52.66	39.19	54.19	40.33	55.76	41.50
49	Technical Writer, Staff	39.07	26.80	39.07	26.80	39.07	26.80	39.07	26.80	39.07	26.80
50	Procurement Specialist	43.41	32.22	43.41	32.22	43.41	32.22	43.41	32.22	43.41	32.22
51	Administrative Assistant, Senior	33.41	23.02	34.38	23.69	35.38	24.38	36.41	25.09	37.47	25.82
52	Administrative Assistant, Staff	23.55	17.39	24.23	17.89	24.93	18.41	25.65	18.94	26.39	19.49

INFORMATION TECHNOLOGY SCHEDULE PRICELIST
Fully Burdened Hourly Rates for
Contractor-Site and Government-Site Employees

Labor Category		Year 11 (2009-2010)		Year 12 (2010-2011)		Year 13 (2011-2012)		Year 14 (2012-2013)		Year 15 (2013-2014)	
		Cntr Site	Govt Site	Cntr Site	Govt Site	Cntr Site	Govt Site	Cntr Site	Govt Site	Cntr Site	Govt Site
1	Program Manager	127.76	87.28	131.47	89.81	135.28	92.41	139.20	95.09	143.24	97.85
2	Project Manager	99.23	73.77	102.11	75.91	105.07	78.11	108.12	80.38	111.26	82.71
3	Senior Consultant	142.62	92.34	146.76	95.02	151.02	97.78	155.40	100.62	159.91	103.54
4	Consultant	94.71	70.41	97.46	72.45	100.29	74.55	103.20	76.71	106.19	78.93
5	Scientific Data Analyst, Supervisory	116.72	86.77	120.10	89.29	123.58	91.88	127.16	94.54	130.85	97.28
6	Scientific Data Analyst, Senior	93.20	68.85	95.90	70.85	98.68	72.90	101.54	75.01	104.48	77.19
7	Scientific Data Analyst, Staff Level 3	74.76	55.59	76.93	57.20	79.16	58.86	81.46	60.57	83.82	62.33
8	Scientific Data Analyst, Staff Level 2	49.01	36.43	50.43	37.49	51.89	38.58	53.39	39.70	54.94	40.85
9	Scientific Data Analyst, Staff Level 1	41.55	30.88	42.75	31.78	43.99	32.70	45.27	33.65	46.58	34.63
10	Computer Scientist	73.94	54.97	76.08	56.56	78.29	58.20	80.56	59.89	82.90	61.63
11	Computer Specialist, Supervisory	75.42	54.97	77.61	56.56	79.86	58.20	82.18	59.89	84.56	61.63
12	Computer Specialist, Senior	48.54	36.09	49.95	37.14	51.40	38.22	52.89	39.33	54.42	40.47
13	Computer Specialist, Staff	44.43	33.03	45.72	33.99	47.05	34.98	48.41	35.99	49.81	37.03
14	Systems Analyst, Senior	79.95	59.45	82.27	61.17	84.66	62.94	87.12	64.77	89.65	66.65
15	Systems Analyst, Staff	54.92	40.88	56.51	42.07	58.15	43.29	59.84	44.55	61.58	45.84
16	Software Engineer, Supervisory	100.92	75.04	103.85	77.22	106.86	79.46	109.96	81.76	113.15	84.13
17	Software Engineer, Senior	81.90	60.88	84.28	62.65	86.72	64.47	89.23	66.34	91.82	68.26
18	Software Engineer, Staff	51.52	38.33	53.01	39.44	54.55	40.58	56.13	41.76	57.76	42.97
19	Applications Engineer, Senior	98.55	73.30	101.41	75.43	104.35	77.62	107.38	79.87	110.49	82.19
20	Applications Engineer, Staff	81.55	60.63	83.91	62.39	86.34	64.20	88.84	66.06	91.42	67.98
21	Applications Programmer, Senior	70.95	53.65	73.01	55.21	75.13	56.81	77.31	58.46	79.55	60.16
22	Applications Programmer, Staff	54.31	40.38	55.88	41.55	57.50	42.75	59.17	43.99	60.89	45.27
23	Systems Administrator, Senior	55.54	41.31	57.15	42.51	58.81	43.74	60.52	45.01	62.28	46.32
24	Systems Administrator, Staff	55.17	44.70	56.77	46.00	58.42	47.33	60.11	48.70	61.85	50.11
25	Database Administrator, Supervisory	84.73	68.29	87.19	70.27	89.72	72.31	92.32	74.41	95.00	76.57
26	Database Administrator, Senior	63.38	47.16	65.22	48.53	67.11	49.94	69.06	51.39	71.06	52.88
27	Database Administrator, Staff	45.88	34.11	47.21	35.10	48.58	36.12	49.99	37.17	51.44	38.25
28	Design Engineer	91.06	73.43	93.70	75.56	96.42	77.75	99.22	80.00	102.10	82.32
29	Electronic/Electrical Engineer	84.42	62.79	86.87	64.61	89.39	66.48	91.98	68.41	94.65	70.39
30	Electronic Engrng Technologist	73.15	54.41	75.27	55.99	77.45	57.61	79.70	59.28	82.01	61.00
31	Electronics Technician, Senior	54.83	40.76	56.42	41.94	58.06	43.16	59.74	44.41	61.47	45.70
32	Electronics Technician, Staff Level 2	47.77	34.73	49.16	35.74	50.59	36.78	52.06	37.85	53.57	38.95
33	Electronics Technician, Staff Level 1	23.52	17.00	24.20	17.49	24.90	18.00	25.62	18.52	26.36	19.06
34	Systems Operator	47.61	35.43	48.99	36.46	50.41	37.52	51.87	38.61	53.37	39.73
35	Computer Operator, Senior	34.21	30.26	35.20	31.14	36.22	32.04	37.27	32.97	38.35	33.93
36	Computer Operator, Staff	28.91	25.92	29.75	26.67	30.61	27.44	31.50	28.24	32.41	29.06
37	Computer Aide	22.89	16.90	22.89	16.90	22.89	16.90	22.89	16.90	22.89	16.90
38	CAD Drafter	46.52	35.08	47.87	36.10	49.26	37.15	50.69	38.23	52.16	39.34
39	Graphics Designer	41.07	30.33	42.26	31.21	43.49	32.12	44.75	33.05	46.05	34.01
40	Data Entry Clerk	23.55	18.79	24.23	19.33	24.93	19.89	25.65	20.47	26.39	21.06
41	Consulting Specialist	225.50	182.06	232.04	187.34	238.77	192.77	245.69	198.36	252.82	204.11
42	Subject Matter Expert, Senior	207.12	150.58	213.13	154.95	219.31	159.44	225.67	164.06	232.21	168.82
43	Subject Matter Expert	141.02	102.54	145.11	105.51	149.32	108.57	153.65	111.72	158.11	114.96
44	Technical Librarian, Senior	70.18	52.21	72.22	53.72	74.31	55.28	76.46	56.88	78.68	58.53
45	Technical Librarian, Staff	35.23	26.20	36.25	26.96	37.30	27.74	38.38	28.54	39.49	29.37
46	Technical Editor, Senior	60.03	44.66	61.77	45.96	63.56	47.29	65.40	48.66	67.30	50.07
47	Technical Editor, Staff	45.89	34.15	47.22	35.14	48.59	36.16	50.00	37.21	51.45	38.29
48	Technical Writer, Senior	57.38	42.70	59.04	43.94	60.75	45.21	62.51	46.52	64.32	47.87
49	Technical Writer, Staff	40.20	27.58	41.37	28.38	42.57	29.20	43.80	30.05	45.07	30.92
50	Procurement Specialist	44.67	33.15	45.97	34.11	47.30	35.10	48.67	36.12	50.08	37.17
51	Administrative Assistant, Senior	38.56	26.57	39.68	27.34	40.83	28.13	42.01	28.95	43.23	29.79
52	Administrative Assistant, Staff	27.16	20.06	27.95	20.64	28.76	21.24	29.59	21.86	30.45	22.49

**USA COMMITMENT TO PROMOTE
SMALL BUSINESS PARTICIPATION
PROCUREMENT PROGRAMS
PREAMBLE**

Science and Technology Corporation provides commercial products and services to the Federal Government. As a small and disadvantaged business itself, STC is 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 other 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 small business to supply products and services to our company.

To insure 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 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 Rink C. Wood, tel (757) 766-5810, WOOD@STCNET.COM, fax (757) 865-1294.

**BEST VALUE
BLANKET PURCHASE AGREEMENT
FEDERAL SUPPLY SCHEDULE**

Science and Technology Corporation

In the spirit of the Federal Acquisition Streamlining Act (Agency) and Science and Technology Corporation (STC) enter into a cooperative agreement to further reduce the administrative costs of acquiring commercial items from the General Services Administration (GSA) Federal Supply Schedule Contract(s) _____.

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

This BPA will futher 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
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BPA NUMBER _____

**BLANKET PURCHASE AGREEMENT
TERMS AND CONDITIONS
SCIENCE AND TECHNOLOGY CORPORATION**

Pursuant to GSA Federal Supply Schedule Contract Number(s) _____, Blanket Purchase Agreements, the Contractor agrees to the following terms of a Blanket Purchase Agreement (BPA) EXCLUSIVELY WITH (Ordering Agency):

(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:

(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 funds.

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

(6) The following office(s) is/are 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) Contract 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 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 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 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 or the Federal Supply Schedule Contract.

Participation in a Team Arrangement is limited to Federal Supply Schedule Contractors.

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 customers needs, or -

Federal Supply Schedule Contractors may individually submit a Schedules “Team Solution” to meet the customer’s requirement.

Customers make a best value selection.