



AUTHORIZED FEDERAL SUPPLY
SCHEDULE PRICELIST

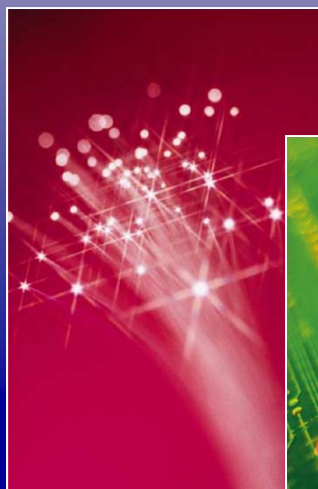
INFORMATION TECHNOLOGY
PROFESSIONAL SERVICES (IT)

Systems Research and Applications Corporation
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Contract Number: GS-35F-4594G
Contract Period: May 21, 1997 – May 22, 2012

SIN 132-32 Term software license
SIN 132-33 Perpetual software license
SIN 132-51 Information Technology Professional Services



On-line access to contract ordering information, terms and conditions, up-to-date pricing, and the option to create an electronic delivery order are available through GSA Advantage!, a menu-driven database system. The INTERNET address for GSA Advantage! is: <http://www.GSAAdvantage.gov>.

General Services Administration
Federal Supply Service
Pricelist Current Through
Modification# A197 dated 11/17/2011

SIN 132- 32 --- TERM SOFTWARE LICENSE

FSC/PSC Class 7030 ADP Software

SIN 132-33 --- PERPETUAL SOFTWARE LICENSE

FSC/PSC Class 7030 ADP Software

SIN 132-51 - INFORMATION TECHNOLOGY (IT) PROFESSIONAL SERVICES

FPDS Code D301 IT Facility Operation and Maintenance

FPDS Code D302 IT Systems Development Services

FPDS Code D306 IT Systems Analysis Services

FPDS Code D307 Automated Information Systems Design and Integration Services

FPDS Code D308 Programming Services

FPDS Code D310 IT Backup and Security Services

FPDS Code D311 IT Data Conversion Services

FPDS Code D313 Computer Aided Design/Computer Aided Manufacturing (CAD/CAM) Services

FPDS Code D316 IT Network Management Services

FPDS Code D317 Creation/Retrieval of IT Related Automated News Services, Data Services, or Other Information Services (All other information services belong under Schedule 76)

FPDS Code 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.



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SECTION 1. INFORMATION FOR ORDERING ACTIVITIES

SPECIAL NOTICE TO AGENCIES: Small Business Participation

SBA strongly supports the participation of small business concerns in the Federal Acquisition 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 micropurchase 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!TM on-line shopping service (www.gsaadvantage.gov). The catalogs/pricelists, GSA Advantage!TM and the Federal Acquisition Service Home Page (www.gsa.gov/fas) 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 micropurchase threshold, customers are to give preference to small business concerns when two or more items at the same delivered price will satisfy their requirement.

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.

Offerors are requested to check one of the following boxes:

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

2. ORDERING ADDRESS AND PAYMENT INFORMATION

Ordering Information: Contractors must accept the credit card for payments equal to or less than the micro-purchase threshold for oral or written orders under the contract. The Contractor and the ordering agency may agree to use the credit card for dollar amounts over the micro-purchase threshold (See GSAR 552.232-79 Payment by Credit Card). 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 activities to obtain technical and/or ordering assistance:

- ❖ **Facsimile Transmissions:** For orders by facsimile transmission, use the following telephone number.

Fax Number: (703) 803-1509
Attention: Sandra L. Gross

- ❖ **Mailed or EDI Orders:** For mailed or EDI orders, use the following information.

Name: Sandra L. Gross
Address: Systems Research and Applications Corporation
4300 Fair Lakes Court
Fairfax, VA 22033-4232
Telephone: (703) 502-4582

(Contact Sandra L. Gross regarding establishment of EDI interface)

Technical and/or Ordering Assistance: Below are the telephone number(s) that can be used by ordering agencies to obtain technical and/or ordering assistance.

For Ordering/Contract Assistance:

Name/Phone: Sandra L. Gross
Address: Systems Research and Applications Corporation
4300 Fair Lakes Court
Fairfax, VA 22033-4232
Phone: (703) 502-4582
E-mail: schedules@sra.com

3. LIABILITY FOR INJURY OR DAMAGE

- a. **Injury or Damages:** The contractor shall not be liable for any injury to Government ordering activity personnel or damage to Government ordering activity property arising from the services provided unless such injury is due to the fault or negligence of the contractor.
- b. **Consequential Damages:** The contractor shall not be liable for consequential damages of any kind or nature, whether alleged to be attributed to such breach of the contract, to tort or negligence, or otherwise caused. In no event shall the contractor be liable for costs or damages resulting from alleged breach of the contract even if, under applicable law, such costs or damages would not be considered consequential or special damages.

4. STATISTICAL DATA FOR GOVERNMENT ORDERING OFFICE COMPLETION OF STANDARD FORM 279

Block 9: G. Order/Modification Under Federal Schedule Contract
Block 16: Data Universal Numbering System (DUNS) Number: 09-777-9698
Block 30: Type of Contractor (C) Large Business
Block 31: Women-Owned Small Business — No

Block 37: SRA's Taxpayer Identification Number (TIN) — 54-1013306

- a. **CAGE Code:** 6R517
- b. Contractor has registered with the Central Contractor Registration database.

5. FOB DESTINATION

6. DELIVERY SCHEDULE

- a. **Time of Delivery:** The contractor shall deliver to destination within the number of calendar days after receipt of order (ARO), as set forth below. Offerors shall insert in the "Time of Delivery (days ARO)" column in the Schedule of Items a definite number of calendar days within which delivery will be made. In no case shall the offered delivery time exceed the contractor's normal commercial practice.

ITEMS OR GROUPS OF ITEMS

(SIN or DELIVERY TIME Nomenclature)	(DAYS ARO)
132-32	30 Days
132-33	30 Days
132-51	*SEE NOTE BELOW

*NOTE: SRA will deliver ADP Services in accordance with a specified schedule mutually determined between the ordering agency and SRA. The agreed upon delivery time will not exceed SRA's normal commercial practice.

- b. **Expedited Delivery Times:** For those items that can be delivered quicker than the delivery times in paragraph 6 (a) above, the offeror is requested to insert below a time (hours/days ARO) that delivery can be made when expedited delivery is requested.

ITEMS OR GROUPS OF ITEMS

(SIN or DELIVERY TIME Nomenclature)	(DAYS ARO)
132-32	*SEE NOTE BELOW
132-33	*SEE NOTE BELOW
132-51	*SEE NOTE BELOW

*NOTE: SRA will deliver ADP Services and products on an expedited basis in accordance with a specified schedule mutually determined between the ordering agency and SRA.

- c. **Overnight and 2-Day Delivery Times:** SRA does not offer overnight and two (2) day delivery times for IT Services.
- d. **Urgent Requirements:** SRA will deliver IT services in accordance with a specified schedule mutually determined between the ordering agency and SRA.

7. DISCOUNTS

- a. **Prompt Payment:** No Discount
- b. **Quantity:** No Discount
- c. **Dollar Volume:** SRA offers a dollar volume discount for delivery orders in excess of \$10M.
- d. **Government Educational Institutions:** (Government Educational Institutions are offered the same discounts as all other Government customers)
- e. **Discount for use of Government Commercial Credit Card:** No Discount
- f. **Other:** No Other Discounts

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 is \$100.

11. MAXIMUM ORDER (All dollar amounts are exclusive of any discount for prompt payment)

Special Item 132-32 – Term Software License: The maximum dollar value per order for all term software licenses will be \$500,000.

Special Item 132-33 – Perpetual Software License: The maximum dollar value per order for all perpetual software licenses will be \$500,000.

Special Item 132-51—Information Technology Professional Services: The maximum dollar value per order for all IT Professional Services will be \$500,000.

12. ORDERING PROCEDURES FOR FEDERAL SUPPLY SCHEDULE CONTRACTS

Ordering activities shall use the ordering procedures of Federal Acquisition Regulation (FAR) 8.405 when placing an order or establishing a BPA for supplies or services. These procedures apply to all schedules.

- a. FAR 8.405-1 Ordering procedures for supplies, and services not requiring a statement of work.
- b. FAR 8.405-2 Ordering procedures for services requiring a statement of work.

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 Telecommunications 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 Acquisition 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 2003)

- (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. Travel in performance of a task order will only be reimbursable to the extent authorized by the ordering agency. The Industrial Funding Fee does NOT apply to travel and per diem charges.

NOTE: Refer to FAR Part 31.205-46 Travel Costs, for allowable costs that pertain to official company business travel in regards to this contract.

(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.

(k) Overtime: For professional services, the labor rates in the Schedule should not vary by virtue of the Contractor having worked overtime. For services applicable to the Service Contract Act (as identified in the Schedule), the labor rates in the Schedule will vary as governed by labor laws (usually assessed at time and a half of the labor rates).

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 52.212-4)

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:

- a. Manufacturer;
- b. Manufacturer's Part Number; and
- c. 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.gsaadvantage.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. ODCs (Other Direct Costs) are not part of this contract and should be treated as open market purchases. Ordering Activities procuring open market items must follow FAR 8.402(f).

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:

- a. In place of an installation date for equipment, a shipping date shall be specified on the order.
- b. The contractor agrees to promptly install all equipment, ready for use.
- c. 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.
 - (1) **Logistical Support Privileges.** Where SRA may require logistical support in overseas areas in order to meet contractual obligations, the ordering activity, on a reimbursable basis, is responsible for obtaining the required logistics support, as available, in accordance with their applicable regulations prior to issuance of any delivery orders under this contract. Logistics support will be provided in support of SRA's technical personnel whose services are required in the performance of the delivery order(s) as mutually agreed upon by the ordering activity and SRA, as the occasion and environment demand. SRA will provide all necessary information required by the applicable regulations in order to assist the ordering activity in obtaining the logistical support privileges. SRA understands the ordering activity, in all cases, will make the decision as to whether the requested support will be granted. Logistical support which may be furnished by the ordering activity hereunder includes, but is not limited to, the following:

- i. Military or other U.S. Government Clubs, exchanges, other non-appropriated fund organizations.
 - ii. Military of other U.S. Government commissary stores.
 - iii. Military or other U.S. Government postal facilities.
 - iv. Utilities and services in accordance with priorities, rates, or tariffs established by military or other U.S. Government agencies.
 - v. Military Payment Certificates (MPC), where applicable.
 - vi. Military or other U.S. Government banking facilities.
 - vii. Military or other U.S. Government provided telephones, lines, and services with direct dialing capability and access to the Defense Switched Network (DSN), (formerly AUTOVON). The precedence of usage shall be coincident with the urgency of the requirement and in accordance with Government/Military regulations.
- (1) If logistics support is essential to the performance of the contractor's personnel whose services are required overseas under this contract and logistics support is not provided by the ordering activity, the contractor shall not be obligated to perform under the contract.
 - (2) Services provided outside the geographical scope will be subject to mutual agreement and priced accordingly.
 - (3) In the event of an international crisis as determined by the Government, and technical services are needed, logistics support shall be provided and the price will be determined on a case-by-case basis.

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)

The use of BPAs under any schedule contract to fill repetitive needs for supplies or services is allowable. BPAs may be established with one or more schedule contractors. The number of BPAs to be established is within the discretion of the ordering activity establishing the BPA and should be based on a strategy that is expected to maximize the effectiveness of the BPA(s). Ordering activities shall follow FAR 8.405-3 when creating and implementing BPA(s).

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 or SIN 132-9.

23. SECTION 508 COMPLIANCE

I certify that in accordance with 508 of the Rehabilitation Act of 1973, as amended (29 U.S.C. 794(d), FAR 39.2, and the Architectural and Transportation Barriers Compliance Board Electronic and Information Technology (EIT) Accessibility Standards (36 CFR 1194) General Services Administration (GSA), that all IT hardware/software/service are 508 compliant.

Yes X

No _____

Section 508 compliance information on the supplies and services in this contract are available at the following website address: <http://www.sra.com/contracts/gsa-schedule/docs/section508.php>

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.

26. SOFTWARE INTEROPERABILITY

Offerors are encouraged to identify within their software items any component interfaces that support open standard interoperability. An item's interface may be identified as interoperable on the basis of participation in a Government agency-sponsored program or in an independent organization program. Interfaces may be identified by reference to an interface registered in the component registry located at <http://www.core.gov>.

27. ADVANCE PAYMENTS

A payment under this contract to provide a service or deliver an article for the United States Government may not be more than the value of the service already provided or the article already delivered. Advance or pre-payment is not authorized or allowed under this contract. (31 U.S.C. 3324).

SECTION 2. TERMS AND CONDITIONS

A. TERM SOFTWARE LICENSES (SPECIAL ITEM NUMBER 132-32) AND PERPETUAL SOFTWARE LICENSES (SPECIAL ITEM NUMBER 132-33) OF GENERAL PURPOSE COMMERCIAL INFORMATION TECHNOLOGY SOFTWARE

1. INSPECTION/ACCEPTANCE

The Contractor shall only tender for acceptance those items that conform to the requirements of this contract. The ordering activity reserves the right to inspect or test any software that has been tendered for acceptance. The ordering activity may require repair or replacement of nonconforming software at no increase in contract price. The ordering activity must exercise its post acceptance rights (1) within a reasonable time after the defect was discovered or should have been discovered; and (2) before any substantial change occurs in the condition of the software, unless the change is due to the defect in the software.

2. GUARANTEE/WARRANTY

a. Unless specified otherwise in this contract, the Manufacturer's standard commercial guarantee/warranty as stated in the contract's commercial pricelist will apply to this contract which is:

CS Solutions, Inc. Warranty: For Ninety (90) days after delivering a Program Package to End-User, CS-Solutions warrants that media upon which the Programs and Work Products are delivered by CS-Solutions shall be of good quality and workmanship. Upon written notice from End-User of defective media within a Program Package, CS-Solutions shall use reasonable efforts to promptly provide replacement media.

b. The Contractor warrants and implies that the items delivered hereunder are merchantable and fit for use for the particular purpose described in the contract.

c. **Limitation of Liability.** Except as otherwise provided by an express or implied warranty, the Contractor will not be liable to the ordering activity for consequential damages resulting from any defect or deficiencies in accepted items.

3. TECHNICAL SERVICES

The Contractor, without additional charge to the ordering activity, shall provide a hot line technical support number and hours of operations after receipt of an award for the purpose of providing user assistance and guidance in the implementation of the software.

4. SOFTWARE MAINTENANCE

a. Software maintenance service shall include the maintenance as set forth by each manufacturer of the software.

- b. Invoices for maintenance service shall be submitted by the Contractor on a quarterly or monthly basis, after the completion of such period. Maintenance charges must be paid in arrears (31 U.S.C. 3324). **PROMPT PAYMENT DISCOUNT, IF APPLICABLE, SHALL BE SHOWN ON THE INVOICE.**

5. PERIODS OF TERM LICENSES (SIN 132-32)

- a. The Contractor shall honor orders for periods for the duration of the contract period or a lesser period of time.
- b. Term licenses and/or maintenance may be discontinued by the ordering activity on thirty (30) calendar days written notice to the Contractor.
- c. **Annual Funding.** When annually appropriated funds are cited on an order for term licenses and/or maintenance, the period of the term licenses and/or maintenance shall automatically expire on September 30 of the contract period, or at the end of the contract period, whichever occurs first. Renewal of the term licenses and/or maintenance orders citing the new appropriation shall be required, if the term licenses and/or maintenance is to be continued during any remainder of the contract period.
- d. **Cross-Year Funding Within Contract Period.** Where an ordering activity's specific appropriation authority provides for funds in excess of a 12 month (fiscal year) period, the ordering activity may place an order under this schedule contract for a period up to the expiration of the contract period, notwithstanding the intervening fiscal years.
- e. Ordering activities should notify the Contractor in writing thirty (30) calendar days prior to the expiration of an order, if the term licenses and/or maintenance is to be terminated at that time. Orders for the continuation of term licenses and/or maintenance will be required if the term licenses and/or maintenance is to be continued during the subsequent period.

6. CONVERSION FROM TERM LICENSE TO PERPETUAL LICENSE

Not Applicable.

7. TERM LICENSE CESSATION

Not Applicable.

8. UTILIZATION LIMITATIONS - (SIN 132-32 and SIN 132-33)

- a. Software acquisition is limited to commercial computer software defined in FAR Part 2.101.
- b. When acquired by the ordering activity, commercial computer software and related documentation so legend shall be subject to the following:

- (1) Title to and ownership of the software and documentation shall remain with the Contractor, unless otherwise specified.
- (2) Software licenses are by site and by ordering activity. An ordering activity is defined as a cabinet level or independent ordering activity. The software may be used by any subdivision of the ordering activity (service, bureau, division, command, etc.) that has access to the site the software is placed at, even if the subdivision did not participate in the acquisition of the software. Further, the software may be used on a sharing basis where multiple agencies have joint projects that can be satisfied by the use of the software placed at one ordering activity's site. This would allow other agencies access to one ordering activity's database. For ordering activity public domain databases, user agencies and third parties may use the computer program to enter, retrieve, analyze and present data. The user ordering activity will take appropriate action by instruction, agreement, or otherwise, to protect the Contractor's proprietary property with any third parties that are permitted access to the computer programs and documentation in connection with the user ordering activity's permitted use of the computer programs and documentation. For purposes of this section, all such permitted third parties shall be deemed agents of the user ordering activity.
- (3) Except as is provided in paragraph 8.b(2) above, the ordering activity shall not provide or otherwise make available the software or documentation, or any portion thereof, in any form, to any third party without the prior written approval of the Contractor. Third parties do not include prime Contractors, subcontractors and agents of the ordering activity who have the ordering activity's permission to use the licensed software and documentation at the facility, and who have agreed to use the licensed software and documentation only in accordance with these restrictions. This provision does not limit the right of the ordering activity to use software, documentation, or information therein, which the ordering activity may already have or obtains without restrictions.
- (4) The ordering activity shall have the right to use the computer software and documentation with the computer for which it is acquired at any other facility to which that computer may be transferred, or in cases of Disaster Recovery, the ordering activity has the right to transfer the software to another site if the ordering activity site for which it is acquired is deemed to be unsafe for ordering activity personnel; to use the computer software and documentation with a backup computer when the primary computer is inoperative; to copy computer programs for safekeeping (archives) or backup purposes; to transfer a copy of the software to another site for purposes of benchmarking new hardware and/or software; and to modify the software and documentation or combine it with other software, provided that the unmodified portions shall remain subject to these restrictions.
- (5) "Commercial Computer Software" may be marked with the Contractor's standard commercial restricted rights legend, but the schedule contract and schedule pricelist, including this clause, "Utilization Limitations" are the only governing terms and conditions, and shall take precedence and supersede any different or additional terms and conditions included in the standard commercial legend.

9. SOFTWARE CONVERSIONS - (SIN 132-32 AND SIN 132-33)

Full monetary credit will be allowed to the ordering activity when conversion from one version of the software to another is made as the result of a change in operating system, or from one computer system to another. Under a perpetual license (132-33), the purchase price of the new software shall be reduced by the amount that was paid to purchase the earlier version.

10. DESCRIPTIONS AND EQUIPMENT COMPATIBILITY

The Contractor shall include, in the schedule pricelist, a complete description of each software product and a list of equipment on which the software can be used. Also, included shall be a brief, introductory explanation of the modules and documentation which are offered.

11. RIGHT-TO-COPY PRICING

Right-to-copy pricing is not provided.

B. INFORMATION TECHNOLOGY (IT) 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 Professional Services within the scope of this Information Technology Schedule.
- b. The Contractor shall provide services at the Contractor's facility and/or at the ordering activity location, as agreed to by the Contractor and the ordering activity.

2. PERFORMANCE INCENTIVES I-FSS-60 Performance Incentives (April 2000)

- a. Performance incentives may be agreed upon between the Contractor and the ordering activity on individual fixed price orders or Blanket Purchase Agreements under this contract 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. ORDER

- a. Agencies may use written orders, EDI orders, blanket purchase agreements, individual purchase orders, or task orders for ordering services under this contract. Blanket Purchase Agreements shall not extend beyond the end of the contract period; all services and delivery shall be made and the contract terms and conditions shall continue in effect until the completion of the order. Orders for tasks which extend beyond the fiscal year for which funds are available shall include FAR 52.232-19 (Deviation – May 2003) Availability of Funds for the Next Fiscal Year. The purchase order shall specify the availability of funds and the period for which funds are available.
- b. All task orders are subject to the terms and conditions of the contract. In the event of conflict between a task order and the contract, the contract will take precedence.

4. PERFORMANCE OF SERVICES

- a. The Contractor shall commence performance of services on the date agreed to by the Contractor and the ordering activity.
- b. The Contractor agrees to render services only during normal working hours, unless otherwise agreed to by the Contractor and the ordering activity.

c. The ordering activity should include the criteria for satisfactory completion for each task in the Statement of Work or Delivery Order. Services shall be completed in a good and workmanlike manner.

d. Any Contractor travel required in the performance of IT Professional Services must comply with the Federal Travel Regulation or Joint Travel Regulations, as applicable, in effect on the date(s) the travel is performed. Established Federal Government per diem rates will apply to all Contractor travel. Contractors cannot use GSA city pair contracts.

5. STOP-WORK ORDER (FAR 52.242-15) (AUG 1989)

(a) The Contracting Officer may, at any time, by written order to the Contractor, require the Contractor to stop all, or any part, of the work called for by this contract for a period of 90 days after the order is delivered to the Contractor, and for any further period to which the parties may agree. The order shall be specifically identified as a stop-work order issued under this clause. Upon receipt of the order, the Contractor shall immediately comply with its terms and take all reasonable steps to minimize the incurrence of costs allocable to the work covered by the order during the period of work stoppage. Within a period of 90 days after a stop-work is delivered to the Contractor, or within any extension of that period to which the parties shall have agreed, the Contracting Officer shall either-

- (1) Cancel the stop-work order; or
- (2) Terminate the work covered by the order as provided in the Default, or the Termination for Convenience of the Government, clause of this contract.

(b) If a stop-work order issued under this clause is canceled or the period of the order or any extension thereof expires, the Contractor shall resume work. The Contracting Officer shall make an equitable adjustment in the delivery schedule or contract price, or both, and the contract shall be modified, in writing, accordingly, if-

- (1) The stop-work order results in an increase in the time required for, or in the Contractor's cost properly allocable to, the performance of any part of this contract; and
- (2) The Contractor asserts its right to the adjustment within 30 days after the end of the period of work stoppage; provided, that, if the Contracting Officer decides the facts justify the action, the Contracting Officer may receive and act upon the claim submitted at any time before final payment under this contract.

(c) If a stop-work order is not canceled and the work covered by the order is terminated for the convenience of the Government, the Contracting Officer shall allow reasonable costs resulting from the stop-work order in arriving at the termination settlement.

(d) If a stop-work order is not canceled and the work covered by the order is terminated for default, the Contracting Officer shall allow, by equitable adjustment or otherwise, reasonable costs resulting from the stop-work order.

6. INSPECTION OF SERVICES

In accordance with FAR FAR 52.212-4 CONTRACT TERMS AND CONDITIONS—COMMERCIAL ITEMS (MAR 2009) (DEVIATION I-FEB 2007) for Firm-Fixed Price orders and FAR 52.212-4 CONTRACT TERMS AND CONDITIONS—COMMERCIAL ITEMS (MAR 2009) (ALTERNATE I – OCT 2008) (DEVIATION I – FEB 2007) applies to Time-and-Materials and Labor-Hour orders placed under this contract.

7. RESPONSIBILITIES OF THE CONTRACTOR

The Contractor shall comply with all laws, ordinances, and regulations (Federal, State, City, or otherwise) covering work of this character. If the end product of a task order is software, then FAR 52.227-14 (Dec 2007) Rights in Data – General, may apply.

8. RESPONSIBILITIES OF THE ORDERING ACTIVITY

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

9. INDEPENDENT CONTRACTOR

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

10. ORGANIZATIONAL CONFLICTS OF INTEREST

a. Definitions.

“Contractor” means the person, firm, unincorporated association, joint venture, partnership, or corporation that is a party to this contract.

“Contractor and its affiliates” and “Contractor or its affiliates” refers to the Contractor, its chief executives, directors, officers, subsidiaries, affiliates, subcontractors at any tier, and consultants and any joint venture involving the Contractor, any entity into or with which the Contractor subsequently merges or affiliates, or any other successor or assignee of the Contractor.

An “Organizational conflict of interest” exists when the nature of the work to be performed under a proposed ordering activity contract, without some restriction on ordering activities by the Contractor and its affiliates, may either (i) result in an unfair competitive advantage to the Contractor or its affiliates or (ii) impair the Contractor’s or its affiliates’ objectivity in performing contract work.

b. To avoid an organizational or financial conflict of interest and to avoid prejudicing the best interests of the ordering activity, ordering activities may place restrictions on the Contractors, its affiliates, chief executives, directors, subsidiaries and subcontractors at any tier when placing orders against schedule contracts. Such restrictions shall be consistent with FAR 9.505 and shall be designed to avoid, neutralize, or mitigate organizational conflicts of interest

that might otherwise exist in situations related to individual orders placed against the schedule contract. Examples of situations, which may require restrictions, are provided at FAR 9.508.

11. INVOICES

The Contractor, upon completion of the work ordered, shall submit invoices for IT Professional Services. Progress payments may be authorized by the ordering activity on individual orders if appropriate. Progress payments shall be based upon completion of defined milestones or interim products. Invoices shall be submitted monthly for recurring services performed during the preceding month.

12. PAYMENTS

For firm-fixed price orders the ordering activity shall pay the Contractor, upon submission of proper invoices or vouchers, the prices stipulated in this contract for service rendered and accepted. Progress payments shall be made only when authorized by the order. For time-and-materials orders, the Payments under Time-and-Materials and Labor-Hour Contracts at FAR 52.212-4 (MAR 2009) (ALTERNATE I – OCT 2008) (DEVIATION I – FEB 2007) applies to time-and-materials orders placed under this contract. For labor-hour orders, the Payment under Time-and-Materials and Labor-Hour Contracts at FAR 52.212-4 (MAR 2009) (ALTERNATE I – OCT 2008) (DEVIATION I – FEB 2007) applies to labor-hour orders placed under this contract. 52.216-31(Feb 2007) Time-and-Materials/Labor-Hour Proposal Requirements—Commercial Item Acquisition, as prescribed in 16.601(e)(3), insert the following provision:

- (a) The Government contemplates award of a Time-and-Materials or Labor-Hour type of contract resulting from this solicitation.
- (b) The offeror must specify fixed hourly rates in its offer that include wages, overhead, general and administrative expenses, and profit. The offeror must specify whether the fixed hourly rate for each labor category applies to labor performed by—
 - (1) The offeror;
 - (2) Subcontractors; and/or
 - (3) Divisions, subsidiaries, or affiliates of the offeror under a common control.

13. RESUMES

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

14. INCIDENTAL SUPPORT COSTS

Incidental support costs are available outside the scope of this contract. The costs will be negotiated separately with the ordering activity in accordance with the guidelines set forth in the FAR.

15. APPROVAL OF SUBCONTRACTS

The ordering activity may require that the Contractor receive, from the ordering activity's Contracting Officer, written consent before placing any subcontract for furnishing any of the work called for in a task order.

16. DESCRIPTION OF IT PROFESSIONAL SERVICES AND PRICING

Please see Sections 5 and 6 at the end of this document.

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

PREAMBLE

SRA 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 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 demonstrates 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 Ms. Sandra L. Gross, (703) 502-4582, schedules@sra.com, Fax (703) 803-1509.



BEST VALUE
BLANKET PURCHASE AGREEMENT
FEDERAL SUPPLY SCHEDULE

(Insert Customer Name)

In the spirit of the Federal Acquisition Streamlining Act (ordering activity) and (Contractor) 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) GS-35F-4594G .

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

Signatures

Ordering Activity

Date

Contractor

Date



BPA NUMBER _____

(CUSTOMER NAME)
BLANKET PURCHASE AGREEMENT

Pursuant to GSA Federal Supply Schedule Contract Number(s) GS-35F-4594G, Blanket Purchase Agreements, the Contractor agrees to the following terms of a Blanket Purchase Agreement (BPA) EXCLUSIVELY WITH (ordering activity):

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

MODEL NUMBER/PART NUMBER	*SPECIAL BPA DISCOUNT/PRICE
--------------------------	-----------------------------

_____	_____
_____	_____
_____	_____

(2) Delivery:

DESTINATION	DELIVERY SCHEDULES / DATES
-------------	----------------------------

_____	_____
_____	_____
_____	_____

(3) The ordering activity 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 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 ordering activity 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.

SECTION 3. OVERVIEW — SYSTEMS RESEARCH AND APPLICATIONS CORPORATION

CORPORATE BACKGROUND

Systems Research and Applications Corporation (SRA), a wholly owned subsidiary of SRA International, Inc., is a leading provider of information technology services and solutions to U.S. federal government organizations in three principal markets: national security, health care and public health, and civil government. Our largest market, national security, includes the Department of Defense, the intelligence agencies, and other federal organizations with homeland security missions. We offer a broad range of services that span the information technology life-cycle: strategic consulting; systems design, development, and integration; and outsourcing and operations management. In addition, we have developed four business solutions: text and data mining; contingency and disaster response planning; information assurance; and enterprise systems management. We combine a comprehensive knowledge of our clients' business processes with the practical application of advanced information technology tools, techniques, and methods to create value-added solutions for our clients.

We have provided information technology services and solutions to federal government clients for over 30 years and have longstanding relationships with many of them. We have served clients within the Departments of the Army, Navy, and Air Force; the Joint Chiefs of Staff; the Office of the Secretary of Defense; the Department of the Treasury; and the Federal Emergency Management Agency for over 20 years. We currently serve over 300 government clients on over 700 active engagements, including clients in 13 of the 15 departments of the executive branch, all branches of the military services, and the judicial and legislative branches of the federal government.

We believe that our success is grounded on the core values that we have stressed since our inception: an ethic of honesty and service; quality work and customer satisfaction; and caring about our people. SRA was chosen by *FORTUNE* magazine as one of the "100 Best Companies to Work For" for ten consecutive years (2000 – 2009), which we believe reflects the pride our employees take in the culture fostered by our core values. We are committed to maintaining these values as a cornerstone of our business.

SECTION 4. PRODUCT DESCRIPTIONS AND PRICING

PART #	PRODUCT DESCRIPTION	SIN #	GSA PRICE
CSS-MSP-CL-SIP	Managed Service System Integrator PW Protection for Windows x86 platforms, 2000, XP, VISTA and WIN07 Desktops and Laptops per month	132-32	\$178.00
CSS-MSP-SA	Managed Service Server Edition for Window x86 and VM platforms Server 2003, 2008 R32 and 64 per-month	132-32	\$445.00
CSS-CL	Client License - Standard for Windows x86 platforms, 2000, XP, VISTA and WIN07 Desktop and Laptops	132-33	\$311.50
CSS-ELA-SIP	Enterprise Client License - System Integrator PW Protection for Windows x86 platforms, 2000, XP, VISTA and WIN07 Desktops and Laptops	132-33	\$489.50
CSS-SA	Server Edition for Windows x86 and VM platforms Server 2003, 2008 R 32 and 64	132-33	\$1,468.50
CSS-ESA-SA	Enterprise Server Edition for Windows x86 and VM platforms Server 2003, 2008 R 32 and 64 - Per Server	132-33	\$631.90
	ANNUAL MAINTENANCE		
CSS-CL-SA-RM	Server License - Standard-Recurring Maintenance coverage includes 8AM-6PM helpdesk coverage for Server support. Includes one annual upgrade release and maintenance releases as required - per-seat copy 18% per-Server	132-32	\$113.92
CSS-CL-INVD-RM	Client License - Standard-Recurring Maintenance coverage includes 8AM-6PM helpdesk coverage for desktop/laptop support. Includes one annual upgrade release and maintenance releases as required - per-seat copy	132-32	\$62.30

SECTION 5. IT PROFESSIONAL SERVICES AREAS (SIN 132-51)

SRA's technical service capabilities span the entire spectrum of full lifecycle systems development and integration: from strategic planning; requirements and business analysis; developing, designing, integrating, installing, testing, training; to operating and maintaining IT systems. We offer specific business and technical expertise including business process reengineering; systems engineering; internet and intranet applications development; data engineering; network and telecommunications engineering; computer security, operations research, economic analysis and econometrics, and electronic data interchange.

Our staff of educated and skilled employees are qualified to support a wide-range of functional areas that include personnel, finance, logistics, health, medical, acquisition, electronic commerce, outsourcing, installations, management, environment and natural resources, and case load management. SRA delivers leading edge, high-quality, innovative solutions to complex technology challenges. Our corporate qualifications include:

- Effective and efficient program management tailored to the needs of large and small projects.
- Industry leadership in providing IT operations, systems integration, telecommunications, and security services; including business process reengineering, infrastructure and networking, and software development.
- Experience in efficiently developing business-driven client/server systems using SRA's Rapid Enterprise Solutions (RES) defined system development processes.
- Experience in providing network telecommunication systems, software, and services to global telephone companies and wireless service providers.
- Technology transfer methodologies, tools, and training.
- Extensive experience in client/server migration, local and wide-area networks, Internet/intranet applications, federal financial management systems, and advanced document-imaging systems.
- Industry leaders in conducting advanced research in artificial intelligence, robotics, advanced systems architectures, and high-end scientific computing technologies.
- Expertise in telecommuting, including dedicated telecommuting servers, telecommuting-based document management and office automation applications, and remote control personal computers for users requiring remote access to office-based hard drives.
- Technology transfer methodologies, tools, and training.

SRA has the technical expertise, Internet-based applications qualifications and project management capabilities to perform a wide variety of technical services for government and industry. We have invested in the infrastructure to develop, test and integrate client/server technology and solutions. SRA is an active partner with other innovative leaders in technology and is engaged in pioneering activities offering exciting promises for new Internet technologies, products and services. Over the past ten years, SRA has developed substantial expertise in the use of intelligent systems to handle text and image oriented data. This expertise, coupled with more than 20 years experience in systems engineering, COTS and GOTS products and systems, and integration, provides SRA with unparalleled technical qualifications.

SRA's goal is to become a technology partner with its clients to provide robust, cost-effective systems that create business value and assist government managers in dealing with the challenges of increasing their organization's efficiency in the face of ever-shrinking budgets and manpower pools. We possess substantial technical expertise in all information technology areas applicable to both commercial and government environments, and we employ top-notch professionals with deep understanding and appreciation of how government agencies operate.

Please visit www.sra.com for more information about SRA's proven IT services.

SECTION 6. SRA LABOR CATEGORY DESCRIPTIONS AND RATES

Solving today's complex, multi-dimensional information technology problems requires a broad array of multi-disciplinary skills and experience. Experience clearly shows that for the implementation of new or conversion of old IT systems to be successful, a wide assortment of technical and business analyses must be performed (e.g., strategic planning, design, development, implementation, testing, and operations and maintenance) along with requirements analysis, evaluation of business cases, and review of new technology solutions. Because of the complex interconnectivity and overlap of these many disciplines, we need experts that can integrate software and hardware technology solutions, business process reengineering results, corporate data, training, and change management for the human resources that will use these new systems.

The following labor category descriptions illustrate the general qualifications of personnel that will be provided by SRA in support of the GSA 70 B/C FSS Contract for IT Professional Services. Although no minimum education and experience qualifications are required, suggested levels of expertise, experience, and education support each labor category.

1. Program Manager

General Experience:

Fifteen (15) years of progressive experience in managing, directing, and implementing information technology projects. Experienced in managing a diverse group of functional activities, subordinate groups of technical and administrative personnel. Experienced in management and control of large funds and resources, and demonstrated capability in managing complex, multi-task commercial and government contracts. SRA's Program Managers are our most senior and valuable employees and are responsible for directing the Corporate Business Units and large business areas.

Functional Responsibility:

For a given Delivery Order, the Program Manager serves as SRA's single contract manager, and will be SRA's authorized interface with the government's Contracting officer's Representative (COR), other government management personnel, and customer agency representatives. Responsible for formulating and enforcing work standards, assigning contractor schedules, and communicating policies, purposes, and goals of SRA, Inc. to subordinates and subcontractors. Responsible for the overall contract performance. Manages ADP services and support operations that may include multiple projects. Organizes resources to support multiple concurrent projects and manages the execution of multiple concurrent projects. Organizes, directs, and coordinates planning and production of all contract support activities. Conducts oral and written communications with all levels of management for planning and control of projects. Communicates with all levels of Government management personnel, other contract personnel, and customer agency representatives. Formulates and reviews project feasibility studies, determines costs, and ensures conformance to work standards. Assigns, schedules, and reviews work of subordinate Project Managers including subcontractors. Prepares and delivers presentations to colleagues, subordinates, and government representatives. The Program Manager will be an employee of SRA.

Education: Bachelor's Degree in Business, Engineering, Computer Science, Information Systems, or Social Science

2. Senior Subject Matter Expert

General Experience: Senior Subject Matter Experts (SSMEs) have seventeen (17) years of progressive experience in supporting large information technology projects related to the individual's subject matter expertise. These personnel are often corporate officers, leaders, and directors with many years of experience, and are nationally and/or internationally renowned experts in either functional domains (e.g., finance, personnel, acquisition, etc.) or technical disciplines (e.g., computer security, network engineering, etc.). They have advanced degrees, and many have a Ph.D. They all have extensive experience as technical leaders and/or senior Project Managers.

Functional Responsibility: Senior Subject Matter Experts (SSMEs) serve as technical experts in areas relevant to a particular project. SSMEs produce and/or review substantive and/or complex technical documentation reflecting detailed knowledge of technical areas as identified in the statement of work. Documentation subjects include, but are not limited to, systems design, system architecture, feasibility studies, and system specifications.

Education: Master's Degree in Business, Engineering, Computer Science, Information Systems, or Social Science.

3. Project Manager/Subject Matter Expert

General Experience: Project Managers have twelve (12) years of progressive experience in managing, directing, and implementing information technology projects. Experienced in managing a diverse group of functional activities, subordinate groups of technical and administrative personnel. PMs are senior personnel who not only have responsibility for managing projects, but also possess strong technical skills.

Subject Matter Experts (SMEs) have twelve (12) years of progressive experience in supporting large information technology projects related to the individual's subject matter expertise. These senior personnel are renowned experts in either functional domains (e.g., finance, personnel, acquisition, etc.) or technical disciplines (e.g., computer security, network engineering, etc.) with many years of experience. They have advanced degrees, and many have a Ph.D. They all have extensive experience as technical leaders and/or senior Project Managers.

Functional Responsibility: A Project Manager serves as the leader of a delivery order and assists the Program Manager in working with the Government's Contracting Officer's Representative (COR), other government management personnel, and customer agency representatives. Under the guidance of the Program Manager, responsible for the overall management of the specific task order(s) and ensuring that the technical solutions and schedules in the task order are implemented in a timely manner. Performs enterprise-wide horizontal integration planning and interfaces to other functional systems. Provides overall managerial direction for a specific project. Manages ADP services and support

operations that may include multiple task orders. Organizes resources to support multiple concurrent task orders and manages the execution of those task orders. Organizes, directs, and coordinates planning and production of all project support activities. Conducts oral and written communications with the Program Manager for planning and control of the project or multiple, concurrent task orders. Communicates with all levels of Government management personnel, other contract personnel, and customer agency representatives. Formulates project feasibility studies, determines costs, and ensures conformance to work standards. Assigns, schedules, and reviews work of subordinates including subcontractors. Prepares and delivers presentations to colleagues, subordinates, and government representatives. Assures the proper use of current or requested programming, testing and documentation techniques. The Project Manager will be an employee of SRA.

Subject Matter Experts serve as technical experts in areas relevant to a particular project. SMEs produce and/or review substantive and/or complex technical documentation reflecting detailed knowledge of technical areas as identified in the statement of work. Documentation subjects include but are not limited to systems design, system architecture, feasibility studies, and system specifications. SMEs report to the SRA Project Manager.

Education: Bachelor's Degree in Business, Engineering, Computer Science, Information Systems, or Social Science.

4. Principal Information Technology Specialist

General Experience: Principal Information Technology (IT) Specialists have twelve (12) years of substantive IT knowledge and demonstrated hands-on expertise and/or training in areas of emerging technologies. These areas include, but are not limited to, national policy development, continuity of government and operations, crisis management, disaster recovery, database frameworks, enterprise resource planning, HyperText Markup Language (HTML), HyperText Transfer Protocol (HTTP), Web portals, firewalls, geographic information systems, visual simulation applications, and remote sensing/satellite imagery.

Functional Responsibility: Provides technical expertise, support, and oversight in one or more emerging technology areas including, but not limited to, knowledge discovery, data mining, wireless communications, Internet technologies, secure messaging, enterprise engineering, fraud detection, intrusion detection, bioinformatics, information assurance, public key infrastructure (PKI), and critical infrastructure protection. Reviews and recommends solutions to customer problems based on prior experience and hands-on understanding of how products and services interrelate and support the customer mission.

Education: Bachelor's Degree in Business, Engineering, Computer Science, Information Systems, or Social Science.

5. Senior Information Technology Specialist

General Experience: Senior Information Technology (IT) Specialists have nine (9) years of substantive IT knowledge and demonstrated hands-on expertise and/or training in areas of emerging technologies. These areas

include, but are not limited to, national policy development, continuity of government and operations, crisis management, disaster recovery, database frameworks, enterprise resource planning, HyperText Markup Language (HTML), HyperText Transfer Protocol (HTTP), Web portals, firewalls, geographic information systems, visual simulation applications, and remote sensing/satellite imagery.

Functional Responsibility: Provides technical expertise, support, and oversight in one or more emerging technology areas including, but not limited to, knowledge discovery, data mining, wireless communications, Internet technologies, secure messaging, enterprise engineering, fraud detection, intrusion detection, bioinformatics, information assurance, public key infrastructure (PKI), and critical infrastructure protection. Reviews and recommends solutions to customer problems based on prior experience and hands-on understanding of how products and services interrelate and support the customer mission.

Education: Bachelor's Degree in Business, Engineering, Computer Science, Information Systems, or Social Science.

6. Information Technology Specialist

General Experience: Information Technology (IT) Specialists have six (6) years of IT knowledge and demonstrated hands-on experience and/or training in areas of emerging technologies. These areas include, but are not limited to, national policy development, continuity of government and operations, crisis management, disaster recovery, database frameworks, enterprise resource planning, HyperText Markup Language (HTML), HyperText Transfer Protocol (HTTP), Web portals, firewalls, geographic information systems, visual simulation applications, and remote sensing/satellite imagery.

Functional Responsibility: Provides technical expertise and support in one or more emerging technology areas including, but not limited to, knowledge discovery, data mining, wireless communications, Internet technologies, secure messaging, enterprise engineering, fraud detection, intrusion detection, bioinformatics, information assurance, public key infrastructure (PKI), and critical infrastructure protection. Reviews and recommends solutions to customer problems based on prior experience and hands-on understanding of how products and services interrelate and support the customer mission.

Education: Bachelor's Degree in Business, Engineering, Computer Science, Information Systems, or Social Science.

7. Associate Information Technology Specialist

General Experience: Associate Information Technology (IT) Specialists have three (3) years of IT knowledge and hands-on experience or training in areas of emerging technologies. These areas include, but are not limited to, national policy development, continuity of government and operations, crisis management, disaster recovery, database frameworks, enterprise resource planning, HyperText Markup Language (HTML), HyperText Transfer Protocol (HTTP), Web portals, firewalls, geographic information systems, visual simulation applications, and remote sensing/satellite imagery.

Functional Responsibility: Provides technical support in one or more emerging technology areas including, but not limited to, knowledge discovery, data mining, wireless communications, Internet technologies, secure messaging, enterprise engineering, fraud detection, intrusion detection, bioinformatics, information assurance, public key infrastructure (PKI), and critical infrastructure protection. Reviews and recommends solutions to customer problems based on prior experience and hands-on understanding of how products and services interrelate and support the customer mission.

Education: Bachelor's Degree in Business, Engineering, Computer Science, Information Systems, or Social Science.

8. Entry Level Information Technology Specialist

General Experience: Recent college graduates with IT knowledge and hands-on experience or training in areas of emerging technologies. These areas include, but are not limited to, national policy development, continuity of government and operations, crisis management, disaster recovery, database frameworks, enterprise resource planning, HyperText Markup Language (HTML), HyperText Transfer Protocol (HTTP), Web portals, firewalls, geographic information systems, visual simulation applications, and remote sensing/satellite imagery.

Functional Responsibility: Works under close supervision. Provides technical support in one or more emerging technology areas including, but not limited to, knowledge discovery, data mining, wireless communications, Internet technologies, secure messaging, enterprise engineering, fraud detection, intrusion detection, bioinformatics, information assurance, public key infrastructure (PKI), and critical infrastructure protection. Reviews and recommends solutions to customer problems based on prior experience and hands-on understanding of how products and services interrelate and support the customer mission.

Education: Bachelor's Degree in Business, Engineering, Computer Science, Information Systems, or Social Science.

The following five labor categories of Principal, Senior, Mid-level, Junior and Entry-level Engineer/Analyst are broadly defined labor categories to permit ordering agencies the broadest range of disciplines and skill sets. Specialized expertise within each category will be provided as appropriate to meet the technical requirements specified by the ordering agency. For example, if an ordering agency requires ADP Services in support of the design, re-hosting, integration, and implementation of an enterprise-wide LAN/WAN system, SRA would provide an appropriate mix of specialized Engineer/Analyst skills (e.g., systems network engineer, internet/intranet engineer, computer systems analyst, telecommunications specialist, and systems integration analyst, etc.) to meet the customer's technology needs. This labor mix will be mutually agreed to by both the customer and SRA.

9. Principal Engineer/Analyst

General Experience: Ten (10) years of progressive systems engineering and architectural design and the use of structured analysis, design methodologies, design tools, and object oriented principles.

Specialized Experience: **Engineer:** Experienced in one of the following engineering disciplines: systems engineering, systems integration, software engineering, information engineering telecommunications

engineering, network engineering, electrical engineering, and data quality engineering (or other relevant engineering disciplines).

Analyst: Experienced in one of the following disciplines: strategic systems planning, business process reengineering, facilitation, activity based costing (ABC), business case analysis, training, change management, economic analysis, operations research, statistics, market surveys, cost/benefit analysis, computer security, or other relevant social sciences, scientific, analytic, or related fields.

Functional Responsibility:

Establishes system engineering and information requirements using analysis of the information engineer in the development of enterprise-wide or large scale information technology systems. Designs architecture to include software, hardware, and communications to support the total requirements as well as provide for present and future cross-functional requirements and interfaces. Ensures these systems are compatible and in compliance with the standards for open systems architectures (OSI, ISO, IEEE, OSE) as they apply to the implementation and specification of information technology solutions. Analyzes system requirements and develops design alternatives to satisfy those requirements. Provides technical leadership developing solutions for engineering studies and internet/intranet applications. Supports process improvement efforts by providing specific, high-level technical expertise. Performs evaluation of alternatives and assessment of risks and costs.

Education:

Master's Degree in Computer Science, Information Systems, Engineering, Business, or Social Science.

10. Senior Engineer/Analyst

General Experience:

Nine (9) years in systems lifecycle management, structured system development methodologies (preferably Information Engineering), structured analysis, and/or information systems development or a relevant technical discipline. Experience in some of the following or related technical disciplines: data communications, network management, and operational activities of a network; functional requirements analysis; computer security systems; and quality assurance. Progressive experience may include software development, software management, data management, ADP engineering, and enterprise-wide strategic systems planning, business information planning, and business analysis.

Experienced with design techniques or process reengineering across all phases, including change management, business analysis management and techniques, cost benefit analysis, activity and data modeling, information systems development methods and practices, workshop facilitation, and training. Skilled in the interface of software with computer hardware systems, computer-aided software engineering (CASE) tools, complex and software system development. Experience in developing and providing technical and end-user training on computer hardware and application software. Demonstrated ability to communicate orally and in writing. Must possess strong organizational skills and strong interpersonal skills to effectively relate to agency and customer needs. Supervisory experience in managing and providing direction to engineers, programmers, and analysts.

Specialized Experience:

Engineer: Experienced in one of the following engineering disciplines: systems engineering, systems integration, software engineering, information engineering telecommunications engineering, network engineering, electrical engineering, and data quality engineering or other relevant engineering disciplines.

Analyst: Experienced in one of the following disciplines: strategic systems planning, business process reengineering, facilitation, activity based costing (ABC), business cases analysis, training, change management, economic analysis, operations research, statistics, market surveys, cost/benefit analysis, computer security, or other relevant social science, analytical, scientific, or related fields.

Functional Responsibility:

Provide design, programming, documentation and implementation of applications which requires knowledge of government information technology systems for effective development and deployment of software modules. Directs and participates in all phases of software development with emphasis on analysis, coding, testing, documentation, and acceptance phases. Responsible for identifying new and emerging technology to support strategic planning initiatives required to meet business needs. Conducts assessments, evaluations, selections, site surveys, requirements analysis and definition, technology prototyping, and cost analysis related to information technology. Designs and prepares technical reports and documentation to record results.

Applies process improvement and reengineering methodologies and principles to conduct process modernization projects including process and data modeling, developing modern business methods, identifying best practices, and creating and assessing performance measurements. Gathers information by developing and implementing data collection instruments and conducts surveys, document reviews, and interviews. Provides group facilitation, interviewing, training, and provides additional forms of knowledge transfer. Facilitation support includes cross-functional team building, project scoping work sessions, facilitation using creative dynamics techniques, and conflict resolution techniques. Performs manual or automated modeling of process or data models, data flow diagrams, and simulation models.

Develops prototype database systems. Designs transaction-driven modules to satisfy functional requirement in an on-line or internet/intranet environment. Designs test environments for new applications against databases. Creates entity relationships models to support logical and physical database designs. Creates the metadata describing the database design and attribute descriptions. Creates the schema for building the database. Assists in the management of database projects. Assists in the preparation and delivery of presentations on database management systems concepts. Responsible for overall administration and maintenance of the database, identification and resolution of problems encountered by the users of the system, analysis and implementation of enhancements, and operation and maintenance of databases.

Education:

Bachelor's Degree in Computer Science, Information Systems, Engineering, Business, or Social Science.

11. Engineer/Analyst

General Experience:

Four (4) years of progressive experience in computer programming and/or information systems development or a relevant technical, scientific or social science discipline. Experience in a combination of standards and policy development, research and analysis of information system issues and trends, research and development in a technical discipline, and development of information systems. Experience in developing and providing technical and end-user training on application software. Demonstrated ability to communicate orally and in writing. Must possess strong organizational skills and strong interpersonal skills to effectively relate to agency and customer needs. Supervisory experience in managing engineers, programmers, and analysts.

Specialized Experience:

Engineer: Experienced in one of the following engineering disciplines: systems engineering, systems integration, software engineering, information engineering telecommunications engineering, network engineering, electrical engineering, and data quality engineering or other relevant engineering disciplines.

Analyst: Experienced in one of the following disciplines: strategic systems planning, business process reengineering, workshop facilitation, activity based costing (ABC), business case analysis, training, change management, economic analysis, operations research, statistics, market surveys, cost benefit analysis, computer security, or other relevant social sciences, analytical, scientific, or related fields.

Functional Responsibility:

Analyses functional business 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 improved performance efficiency. Develops computer software possessing a wide range of capabilities, including numerous engineering, business, and records management functions. Develops plans for automated information systems from project inception to conclusion. Analyses problems and develops system requirements and program specifications.

Applies process improvement and reengineering methodologies and principles to conduct process modernization projects including process and data modeling, developing modern business methods, identifying best practices, and creating and assessing performance measurements. Gathers information by developing and implementing data collection instruments and conducts surveys, document reviews, and interviews. Provides group facilitation, interviewing, training, and provides additional forms of knowledge transfer. Facilitation support includes cross-functional team building, project scoping work sessions, facilitation using creative dynamics techniques, and conflict resolution techniques. Performs manual or automated modeling of process or data models, data flow diagrams, and simulation models.

Develops prototype database systems. Designs transaction-driven modules to satisfy functional requirement in an on-line or internet/intranet environment. Designs test environments for new applications against databases. Creates entity relationship models to support logical/physical database designs. Creates metadata describing database design and attribute descriptions. Creates schema for building databases. Assists in the management of database projects including preparation/delivery of presentations on database management concepts. Responsible for databases administration and maintenance of, identification and resolution of user problems of the system, analysis and implementation of enhancements, and operation and maintenance of databases.

Education: Bachelor's Degree in Computer Science, Information Systems, Engineering, Business, or Social Science.

12. Junior Engineer/Analyst

General Experience: Recent college graduate with up to four (4) years of experience in computer programming and/or information systems development or a relevant technical discipline. Experience in a combination of standards and policy development, research and analysis of information system issues and trends, research and development in a technical discipline, and development of information systems. Must possess strong organizational and strong interpersonal skills to meet agency and customer needs. Experience in developing and providing technical and end-user training on computer application software. Ability to communicate orally and in writing.

Specialized Experience: **Engineer:** Degree in one of the following engineering disciplines: systems engineering, systems integration, software engineering, information engineering telecommunications engineering, network engineering, electrical engineering, data quality engineering, or other relevant engineering disciplines.

Analyst: Educational experience in one of the following disciplines: strategic systems planning, business process reengineering, facilitation, activity based costing (ABC), business cases analysis, training, change management, economic analysis, operations research, statistics, market surveys, cost/benefit analysis, computer security, configuration management, or other relevant social science, analytical, scientific, or related fields.

Functional Responsibility: Works under close supervision, developing the requirements of a product from inception to conclusion. Develops required specifications for simple to moderate complex problems. Translates detailed design into computer software. Conducts tests, debugs, and refines the computer software to produce the required product. Provides design, programming, documentation, and implementation of applications which require knowledge of federal information processing systems concepts for effective development and deployment of software modules; participates in all phases of software development with emphasis on the analysis, coding, testing, documentation, and acceptance phases. Designs and prepares technical reports and documentation to record results. Enhances software to reduce operating time or improve performance efficiency. Develops computer software possessing a wide range of

capabilities, including numerous engineering, business, and records management functions. Develops plans for automated systems from project inception to conclusion.

Analyzes and evaluates moderate to complex data processing systems, both current and proposed, translating business area customer information system requirements into detailed system or program requirements.

Analyzes business applications and design specifications for functional activities. Develops block diagrams and logic flow charts. Provides alternatives, recommendations, and assistance to managers involved in the development, integration, and installation of business information systems. Gathers information by developing and implementing data collection instruments and conducts surveys, document reviews, and interviews. Provides analytical, statistical, and data analysis assistance. Provides organizational facilitation support including: cross-functional teams building, project scoping work sessions, facilitation using creative dynamics techniques, and conflict resolution techniques. Performs manual or automated modeling of process or data models, data flow diagrams, and simulation models.

Education: Bachelor's Degree in Computer Science, Information Systems, Engineering, Business, or Social Science.

13. Entry Level Engineer/Analyst

General Experience: Recent college graduate with experience in computer programming and/or information systems development or a relevant technical discipline. Experience in standards and policy development, research and analysis of information system issues and trends, research and development in a technical discipline, and/or development of information systems. Experience with technical and end-user training on computer application software. Should possess strong organizational and interpersonal skills to meet agency and customer needs, and the ability to communicate well orally and in writing.

Specialized Experience: **Engineer:** Degree in one of the following engineering disciplines: systems engineering, systems integration, software engineering, information engineering telecommunications engineering, network engineering, electrical engineering, data quality engineering, or other relevant engineering disciplines.

Analyst: Educational experience in one of the following disciplines: strategic systems planning, business process reengineering, facilitation, activity based costing (ABC), business cases analysis, training, change management, economic analysis, operations research, statistics, market surveys, cost/benefit analysis, computer security, configuration management, or other relevant social science, analytical, scientific, or related fields.

Functional Responsibility: Works under close supervision developing product requirements. Develops required specifications for simple to moderate problems. Conducts tests, debugs, and refines computer software to produce the required product. Assists with design, programming, documentation,

and implementation of applications for effective development and deployment of software modules; participates in software development with emphasis on the analysis, coding, testing, documentation, and acceptance phases. Prepares technical reports and documentation to record results. Enhances software to reduce operating time or improve performance efficiency. Assists in the development of computer software possessing a wide range of capabilities, including numerous engineering, business, and records management functions. Assists in developing plans for automated systems. Analyzes and evaluates simple to moderate data processing systems, both current and proposed, translating business area customer information system requirements into detailed system or program requirements. Analyzes business applications and design specifications for functional activities. Develops block diagrams and logic flow charts. Gathers information through data collection instruments and assists with surveys, document reviews, and interviews. Provides analytical, statistical, and data analysis assistance. Provides organizational facilitation support including: cross-functional teams building, project scoping work sessions, facilitation using creative dynamics techniques, and conflict resolution techniques. Performs manual or automated modeling of process or data models, data flow diagrams, and simulation models.

Education: Bachelor's Degree in Computer Science, Information Systems, Engineering, Business, or Social Science.

14. Senior Technician*

General Experience: Seven (7) years of progressive experience in supervision of installation software and hardware technicians; analysis, design, and installation of computer based systems; analysis, design, and installation of LANs/WANs; and analysis, design, and installation of communications systems. General experience includes increasing responsibilities in technical management. Progressive experience including at least two projects in technical areas (e.g., automated data processing equipment, networks, software, client/server configurations, LANs/WANs, communications, etc). At least one project must have occurred within the past three years. Experience in developing and providing technical and end-user training on computer hardware and application software. Demonstrated ability to communicate orally and in writing.

Functional Responsibility: Performs direct technical work on projects. Selects and adapts plans, techniques, designs, or layouts. Supervises other technicians and installs, operates, maintains, configures, troubleshoots, and repairs general purpose commercial automated data processing computer system devices, circuits, cables, components, software, and end-user devices, components, software, and connectivity. Reviews, analyzes, and integrates the technical work of others. Coordinates with the SRA Project Manager, GSA COR, and Government user representatives to ensure accurate solutions and user satisfaction on technical matters. Performs systems analysis and plans tests to evaluate equipment performance, hardware capabilities and configurations. Conducts tests and prepares reports on findings and recommendations.

Education: High School education required.

15. Technician*

General Experience:

Four (4) years of progressive experience in supervision of installation software and hardware technicians; analysis, design, and installation of computer based systems; analysis, design, and installation of LANs/WANs; and analysis, design, and installation of communications systems. General experience must include increasing responsibilities in technical management. Progressive experience including at least two projects in technical areas (e.g., automated data processing equipment, networks, software, client/server configurations, LANs/WANs, communications, etc). At least one project must have occurred within the past three years. Experience in developing and providing technical and end-user training on computer hardware and application software. Demonstrated ability to communicate orally and in writing.

Functional Responsibility:

Performs direct technical work on projects. Works with minimal supervision and installs, operates, maintains configures, troubleshoots, and repairs general purpose commercial automated data processing computer systems devices, circuits, cables, components, software, and end-user devices, components, software, and connectivity. Coordinates with the SRA Project Manger, GSA COR, and Government user representatives to ensure accurate solutions and user satisfaction on technical matters. Performs systems analysis and evaluation of hardware capabilities and configurations.

Education:

High School education required.

16. Junior Technician*

General Experience:

Two (2) years of experience in analysis, design, and installation of computer based systems; analysis, design, and installation of LANs/WANs; and/or analysis, design, and installation of communications systems. Experience in developing and/or providing technical and end-user training on computer hardware and application software. Demonstrated ability to communicate orally and in writing.

Functional Responsibility:

Performs direct technical work on projects. Follows standard work methods on recurring assignments but receives instruction on unfamiliar assignments. Assembles, constructs, services, and/or repairs simple or standard equipment or parts. Coordinates with the SRA Project Manger, Senior Technician, GSA COR, and Government user representatives to ensure accurate solutions and user satisfaction on technical matters. Conducts tests using established procedures, adjusts and operates equipment, records test data, and presents data in a prescribed form.

Education:

High School education required.

17. Technical Writer/Administrative Support Specialist*

General Experience:

The Technical Writer will have at least one (1) year experience developing, editing, and producing technical and graphic documentation for information technology systems. Must have a basic understanding of computer processing, including commonly

used information technology terminology and must possess strong organizational skills.

The Administrative Support Specialist will have at least one (1) year experience directing all financial management and administrative activities such as budgeting, manpower and resource planning, and financial reporting. Must demonstrate the ability to work independently or under only general supervision.

Functional Responsibility:

The Technical Writer assists in collecting and organizing information required for preparation of user's manuals, training materials, installation guides, proposals, and reports. Edits functional descriptions, system specifications, user's manuals, special reports, or any other customer deliverables and documents. Prepares and edits documentation incorporating information provided by the user, specialist, analyst, programmer, and management personnel. Duties include writing, edition, and graphics presentation of technical information for both technical and non-technical personnel. Interprets technical documentation standards and prepares documentation accordingly.

The Administrative Support Specialist prepares management plans and reports. Coordinates schedules to facilitate completion of proposals, contract deliverables, delivery order review, briefings/presentations/ and IPR preparation. Performs analysis and evaluation of existing procedures, processes, techniques, models, and/or systems related to management problems or contractual issues that would require a report and recommend solutions. Assists in the development of work breakdown schedules and prepare charts, tables, graphs, and diagrams to assist in analyzing problems.

Education:

Bachelor's Degree in Accounting, Business, Engineering, Computer Science, Information Engineering or Social Science.

18. Clerical*

General Experience:

Experience performing a variety of office related duties including filing, copying, delivery, mailing, etc.

Functional Responsibility:

Assists in the preparation of management plans and reports. Coordinates schedules to facilitate completion of proposals, contract deliverables, delivery order review, briefings/presentations, and IPR preparation. Performs analysis, development, and review of program administrative operating procedures.

Education:

Requires High School diploma.

19. ERP Director

General Experience:

Ten (10) years general experience and significant ERP experience that includes requirements, design, implementation and maintenance of enterprise level Commercial Off the Shelf packages. Must have at least two complete lifecycle software implementations. Able to provide technical direction and oversight to a project team, and to advise senior level clients regarding project issues and ERP Best Practices.

Functional Responsibility: Provides leadership, high level ERP architecture and Project Management assistance and demonstrates extensive knowledge of how an ERP package can fulfill business requirements. May also act in a project leadership role, executive sponsor and steering committee participant roles. Directs the technical and functional selection of the appropriate ERP package and then advises on the appropriate ERP standard functionality to minimize the need for software customization. Advices on complex technical and functional integration with other systems and provides a leadership role with ERP Product Support and Development to resolve complex technical and functional IT issues.

Education: Master's Degree in Business, Engineering, Computer Science, Information Systems, or Related Field.

20. ERP SME

General Experience: Eight to ten (8-10) years progressive experience in supporting ERP implementation and/or COTS integration projects. Recognized for in-depth knowledge of a specific product or families of enterprise applications, and associated applications interface technologies.

Functional Responsibility: Provides technical and functional expertise in one or more project life cycle processes, technical or functional areas. ERP subject areas including but not limited to product selection, architecture, design, and specifications. May produce and/or review complex technical documentation in support of overall project goals. Solves complex ERP technical and functional issues such as system integration and data migration. Performs enterprise application team lead or architect responsibilities including planning tasks, assigning resources, monitoring and tracking progress, and information project management on all project activities. Provides expert level advice and assistance on project risks and associated mitigation measures.

- Communicates with all levels of Government management personnel, other contract personnel, and customer agency representatives.
- Works with senior managers to identify and solve functional area issues, designs business area solutions, develops conceptual business models, translates functional area business requirements into technical requirements, and supports the design and implementation of enterprise application solution sets.
- Plans or generates data bases and/or data models that are the results of business systems planning and data requirements planning.
- Analyzes the enterprise information system baseline and performs a “gap analysis” between the baseline, the user operational requirements and the operating capability of enterprise application product sets. Establishes requirements associated with the “gap analysis” to develop enterprise wide systems that support organizational goals and missions.
- Generates business architecture alternatives that address the technology and industry trends affecting enterprise solution sets. Reviews all implementation and support activities and provides technical direction to the programming functions.

- Conducts ERP-related training.
- Provides expert-level support for PMO functions.

Education: Bachelor's Degree in Business, Engineering, Computer Science, Information Systems, or Social Science.

21. ERP Task Manager

General Experience: Seven to ten (7-10) years general experience and significant ERP experience, including at least one complete lifecycle ERP/software development project. Recognized for business and/or architectural expertise with regard to ensuring functional business requirements and process issues are resolved using comprehensive enterprise applications solution sets.

Functional Responsibility: Performs ERP team lead or architect responsibilities including planning tasks, assigning resources, monitoring and tracking progress, and information project management on project activities. Analyzes client's business processes and configures the system using appropriate tools and methodology. May manage functional or technical efforts. Provides expert level advice and assistance on project risks and associated mitigation measures. Communicates with all levels of Government management personnel, other contract personnel, and customer agency representatives. Works with senior managers to identify and solve project and IT issues, designs business area solutions, develops conceptual business models, translates functional area business requirements into technical requirements, and supports the design and implementation of enterprise application solution sets. Supervises ERP consultant staff, database administrators, and developers.

Education: Bachelor's Degree in Business, Engineering, Computer Science, Information Systems, or Social Science.

22. ERP Senior Principal Consultant

General Experience: Six to ten (6-10) years ERP and/or COTS implementation experience. Has complete lifecycle experience in at least one ERP and/or COTS module including design, implementation, and testing.

Functional Responsibility: Analyzes client's business processes and configures the system using appropriate tools and methodology. Assists the client in knowledge transfer, testing and supports the preparation of ERP project lifecycle business, functional and technical deliverables/work products. Demonstrates knowledge of ERP core competencies, sets priorities appropriately and facilitates that work outputs are timely and of the highest quality. Performs senior level ERP implementation tasks including: business and technical analyst functions, workshop facilitation, business process data validation, enterprise application (ERP product) testing from a functional business area perspective, program development, unit testing of the application code (ERP product) from a technical perspective, workgroup/work session participation, and delivery of technical and business solutions.

- Implements databases that are the results of business systems planning and data requirements planning.

- Performs data management, data migration, and data administration tasks.
- Performs business and technical designer functions, including contributions to both the business and technical architecture components of the enterprise solution.
- Provides senior-level support for PMO functions.
- Provides configuration and development support for relevant ERP modules and development tools.
- Conducts ERP-related training.

Education: Bachelor's Degree in Business, Engineering, Computer Science, Information Systems, or Social Science.

23. ERP Principal Consultant

General Experience: Five to ten (5-10) years ERP and/or COTS implementation experience. Has complete lifecycle experience in at least one ERP and/or COTS module including design, implementation, and testing.

Functional Responsibility: Assists and supports with the configuration of the system as directed and works with customer for system approval. Assists the client in knowledge transfer, testing and supports the preparation of ERP project lifecycle business, functional and technical deliverables/work products. Demonstrates knowledge of ERP core competencies sets priorities appropriately and may work independently.

Education: Bachelor's Degree in Business, Engineering, Computer Science, Information Systems, or Social Science.

24. ERP Senior Consultant

General Experience: Four to ten (4-10) years ERP and/or COTS implementation experience, including design, implementation, and testing.

Functional Responsibility: Assists and supports with the configuration of the system as directed and works with customer for system approval. Assists the client in knowledge transfer, testing and supports the preparation of ERP project lifecycle business, functional and technical deliverables/work products. Demonstrates knowledge of ERP core competencies and may work independently. Undertakes one or more of the following activities:

- Performs business and technical analyst functions, including workshop facilitation, business process data validation, enterprise application testing from a functional business area perspective, program development, unit testing of the application code, work group/work session participation, and delivery of technical and business solutions.
- Utilizes functional area expertise to create database models and to assess the operational and functional data baseline.
- Provides input for systems development and data base administration activities from a data point of view.
- Performs business requirements gathering functions.

- Performs technical design, test, or deploy functions, including contributing to both the business and technical architecture components of the enterprise solution.
- Conducts ERP-related training.

Education: Bachelor's Degree in Business, Engineering, Computer Science, Information Systems, or Social Science.

25. ERP Engineer

General Experience: Two to six (2-6) years ERP and/or COTS implementation experience including at least one year of general IT experience.

Functional Responsibility: Implements ERP software and performs tasks to produce project life cycle business, functional and technical deliverables/work products. Works as an individual within a project and follows instructions of a lead.

Education: Bachelor's Degree in Business, Engineering, Computer Science, Information Systems, or Social Science.

***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.

CONTRACTOR SITE RATES

	Start	5/21/1997	5/21/1998	5/21/1999	5/21/2000	5/21/2001
	End	5/20/1998	5/20/1999	5/20/2000	5/20/2001	5/20/2002
Labor Category - Contractor Site		Base	Year 1	Year 2	Year 3	Year 4
1. Program Manager		\$167.75	\$172.78	\$177.96	\$183.30	\$188.80
2. Senior Subject Matter Expert		N/A	N/A	N/A	\$208.03	\$214.27
3. Project Manager/SME		\$129.41	\$133.29	\$137.29	\$141.41	\$145.65
4. Principal IT Specialist		N/A	N/A	N/A	\$156.98	\$161.68
5. Senior IT Specialist		N/A	N/A	N/A	\$117.51	\$121.02
6. IT Specialist		N/A	N/A	N/A	\$90.69	\$93.42
7. Associate IT Specialist		N/A	N/A	N/A	\$80.23	\$82.64
8. Entry Level IT Specialist		N/A	N/A	N/A	\$64.53	\$66.48
9. Principal Engineer/Analyst		\$126.44	\$130.23	\$134.14	\$138.16	\$142.30
10. Senior Engineer/Analyst		\$96.46	\$99.35	\$102.33	\$105.40	\$108.56
11. Engineer/Analyst		\$69.76	\$71.85	\$74.01	\$76.23	\$78.52
12. Junior Engineer/Analyst		\$53.81	\$55.42	\$57.08	\$58.79	\$60.55
13. Entry Level Engineer/Analyst		N/A	N/A	N/A	\$55.28	\$56.93
14. Senior Technician*		N/A	N/A	N/A	\$72.72	\$74.91
15. Technician*		\$47.49	\$48.91	\$50.38	\$51.89	\$53.45
16. Junior Technician*		N/A	N/A	N/A	\$43.12	\$44.42
17. Technical Writer/Admin Support*		\$48.26	\$49.71	\$51.20	\$52.74	\$54.32
18. Clerical*		\$37.72	\$38.85	\$40.02	\$41.22	\$42.46

	Start	5/21/2002	5/21/2003	5/21/2004	5/21/2005	5/21/2006
	End	5/20/2003	5/20/2004	5/20/2005	5/20/2006	12/20/2007
Labor Category - Contractor Site		Year 5	Year 6	Year 7	Year 8	Year 9
1. Program Manager		\$192.58	\$195.95	\$199.87	\$203.87	\$207.95
2. Senior Subject Matter Expert		\$218.56	\$222.38	\$226.83	\$231.36	\$236.00
3. Project Manager/SME		\$148.56	\$151.16	\$154.18	\$157.26	\$160.40
4. Principal IT Specialist		\$164.91	\$167.79	\$171.14	\$174.57	\$178.06
5. Senior IT Specialist		\$123.43	\$125.59	\$128.11	\$130.67	\$133.29
6. IT Specialist		\$95.29	\$96.96	\$98.90	\$100.87	\$102.89
7. Associate IT Specialist		\$84.29	\$85.77	\$87.48	\$89.22	\$91.02
8. Entry Level IT Specialist		\$67.81	\$69.00	\$70.37	\$71.78	\$73.22
9. Principal Engineer/Analyst		\$145.15	\$147.68	\$150.63	\$153.64	\$156.72
10. Senior Engineer/Analyst		\$110.73	\$112.66	\$114.92	\$117.21	\$119.55
11. Engineer/Analyst		\$80.09	\$81.49	\$83.12	\$84.78	\$86.47
12. Junior Engineer/Analyst		\$61.76	\$62.85	\$64.10	\$65.39	\$66.70
13. Entry Level Engineer/Analyst		\$58.07	\$59.08	\$60.26	\$61.47	\$62.70
14. Senior Technician*		\$76.41	\$77.75	\$79.30	\$80.89	\$82.50
15. Technician*		\$54.52	\$55.47	\$56.58	\$57.71	\$58.87
16. Junior Technician*		\$45.31	\$46.10	\$47.02	\$47.96	\$48.91
17. Technical Writer/Admin Support*		\$55.41	\$56.38	\$57.51	\$58.66	\$59.84
18. Clerical*		\$43.31	\$44.07	\$44.94	\$45.84	\$46.77



CONTRACTOR SITE RATES

	Start	12/21/2007	5/21/2008	5/21/2009	5/21/2010	5/21/2011
	End	5/20/2008	5/20/2009	5/20/2010	5/20/2011	5/22/2012
Labor Category - Contractor Site		Year 10	Year 11	Year 12	Year 13	Year 14
1. Program Manager		\$212.11	\$216.35	\$220.68	\$225.09	\$229.59
2. Senior Subject Matter Expert		\$240.72	\$245.53	\$250.44	\$255.45	\$260.56
3. Project Manager/SME		\$163.61	\$166.88	\$170.22	\$173.62	\$177.09
4. Principal IT Specialist		\$181.62	\$185.25	\$188.96	\$192.74	\$196.59
5. Senior IT Specialist		\$135.96	\$138.68	\$141.45	\$144.28	\$147.17
6. IT Specialist		\$104.95	\$107.05	\$109.19	\$111.37	\$113.60
7. Associate IT Specialist		\$92.84	\$94.70	\$96.59	\$98.52	\$100.49
8. Entry Level IT Specialist		\$74.68	\$76.17	\$77.69	\$79.24	\$80.82
9. Principal Engineer/Analyst		\$159.85	\$163.05	\$166.31	\$169.64	\$173.03
10. Senior Engineer/Analyst		\$121.94	\$124.38	\$126.87	\$129.41	\$132.00
11. Engineer/Analyst		\$88.20	\$89.96	\$91.76	\$93.60	\$95.47
12. Junior Engineer/Analyst		\$68.03	\$69.39	\$70.78	\$72.20	\$73.64
13. Entry Level Engineer/Analyst		\$63.95	\$65.23	\$66.53	\$67.86	\$69.22
14. Senior Technician		\$84.15	\$85.83	\$87.55	\$89.30	\$91.09
15. Technician		\$60.05	\$61.25	\$62.48	\$63.73	\$65.00
16. Junior Technician		\$49.89	\$50.89	\$51.91	\$52.95	\$54.01
17. Technical Writer/Admin Support		\$61.04	\$62.26	\$63.51	\$64.78	\$66.08
18. Clerical		\$47.71	\$48.66	\$49.63	\$50.62	\$51.63

	Start	6/21/2010	6/21/2011
	End	6/20/2011	5/22/2012
Labor Category - Contractor Site		Year 13	Year 14
19. ERP Director		\$391.48	\$399.31
20. ERP Subject Matter Expert		\$340.63	\$347.44
21. ERP Task Manager		\$326.87	\$333.41
22. EDP Senior Principal Consultant		\$303.71	\$309.78
23. ERP Principal Consultant		\$271.66	\$277.09
24. ERP Senior Consultant		\$183.93	\$187.61
25. ERP Engineer		\$165.32	\$168.63

***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.

**All rates include 0.75% IFF.