Research Data and Communication Technologies Benefit Corporation
10905 Montrose Ave.
Garrett Park, MD 20896
(P) 301-760-7383 (F) 240-292-1216
https://www.researchdata.us
Contract Administrator: Christopher J Whalen, whalen@researchdata.us

Schedule Title: Multiple Award Schedule
Federal Supply Group: Information Technology

Contract Number: 47QTCA22D008F
Period Covered by Contract: 05/12/2022 through 05/11/2027
Business Size: Small Business

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

For more information on ordering from Federal Supply Schedules go to the GSA Schedules page at GSA.gov.
CUSTOMER INFORMATION:

1. **Awarded Special Item Number(s):**

<table>
<thead>
<tr>
<th>SIN</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>54151S</td>
<td>Information Technology Professional Services</td>
</tr>
<tr>
<td>OLM</td>
<td>Order-Level Materials</td>
</tr>
</tbody>
</table>

1b. Identification of the lowest priced model number and lowest unit price for that model for each special item number awarded in the contract: See page 4.

1c. Descriptions of all corresponding commercial job titles with experience, functional responsibility and education are provided beginning on page 5.

2. **Maximum Order:** For SIN 54151S - $500,000
   For SIN OLM - $250,000

3. **Minimum Order:** $100

4. **Geographic Coverage:** Domestic and Overseas

5. **Point of Production:** N/A

6. **Prices Shown Herein are Net** (discount deducted)

7. **Quantity Discount:** None

8. **Prompt Payment Terms:** 2% 10 Net 30. Information for Ordering Offices: Prompt payment terms cannot be negotiated out of the contractual agreement in exchange for other concessions.

9. **Foreign Items:** None

10. **Time of Delivery:** 30 Days ARO. Research Data and Communication Technologies Benefit Corporation shall deliver or perform services in accordance with the terms negotiated in an agency’s order.

10b. ** Expedited Delivery:** 30 Days or less after receipt of order, as negotiated with customer

10c. **Overnight/2-Day Delivery:** Consult with Contractor

10d. **Urgent Requirements:** Consult with Contractor

11. **FOB Point:** Destination
12a. Ordering Address: Contracts and Sales
ATTN: Brian K Moyer
PO Box 67
Garrett Park, MD 20896
(P) 301-760-7383 (F) 240-292-1216
sales@researchdata.us

12b. Ordering procedures: For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPAs) are found in Federal Acquisition Regulation (FAR) 8.405-3.

13. Payment Address: Accounts
PO Box 67
Garrett Park, MD 20896
(P) 301-760-7383 (F) 240-292-1216
accounts@researchdata.us

14. Warranty Provisions: Contractor’s Standard Warranty

15. Export Packing charges: Not applicable

16. Terms and conditions of rental, maintenance, and repair: Not applicable

17. Terms and conditions of installation: Not applicable

18. Terms and conditions of repair parts: Not applicable

28a. Terms and conditions for any other services: Not applicable

19. List of service and distribution points: Not applicable

20. List of participating dealers: Not applicable

21. Preventive maintenance: Not applicable

22a. Environmental attributes, e.g., recycled content, energy efficiency, and/or reduced pollutants: Not applicable

22b. Contact Research Data and Communication Technologies Benefit Corporation for Section 508 compliance information. The EIT standards can be found at: http://www.section508.gov

23. UEI Number: VVQ4GHN5L5Z4

24. Research Data and Communication Technologies Benefit Corporation is registered in the System for Award Management (SAM) database.
GSA HOURLY RATES (w/ IFF)
SIN 541515

<table>
<thead>
<tr>
<th>Labor Category</th>
<th>05/12/22  – 05/11/23</th>
<th>05/12/23  – 05/11/24</th>
<th>05/12/24  – 05/11/25</th>
<th>05/12/25  – 05/11/26</th>
<th>05/12/26  – 05/11/27</th>
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</thead>
<tbody>
<tr>
<td>IT Business Analyst (L2)</td>
<td>$72.31</td>
<td>$74.12</td>
<td>$75.97</td>
<td>$77.87</td>
<td>$79.82</td>
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<tr>
<td>IT Business Analyst (L3)</td>
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<td>IT Project Manager (L1)</td>
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<td>IT Project Manager (L2)</td>
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<td>IT Subject Matter Expert (L1)</td>
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<tr>
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<tr>
<td>Systems Engineer (L2)</td>
<td>$72.31</td>
<td>$74.12</td>
<td>$75.97</td>
<td>$77.87</td>
<td>$79.82</td>
</tr>
</tbody>
</table>

**Service Contract Labor Standards:** The Service Contract Labor Standards (SCLS) are applicable to this contract as it applies to the entire Consolidated MAS Schedule and all services provided. While no specific labor categories have been identified as being subject to SCLS due to exemptions for professional employees (FAR 22.1101, 22.1102 and 29 CRF 541.300), this contract still maintains the provisions and protections for SCLS eligible labor categories. If and/or when the contractor adds SCLS labor categories/employees to the contract through the modification process, the contractor must inform the Contracting Officer and establish a SCLS matrix identifying the GSA labor category titles, the occupational code, SCLS labor category titles and the applicable WD number. Failure to do so may result in cancellation of the contract.
Labor Category Descriptions

IT Business Analyst (L2)

Functional Responsibilities: Level II - Assist in applying common best practices for the industry to the customer using a knowledge base to create conceptual business models and to identify relevant issues and considerations in selecting application software packages. Assess the operational and functional baseline of an organization and its organizational components, and help to define the direction and strategy for an engagement while ensuring the organizational needs are being addressed. Typical areas addressed include Human Resources, Finance, Supply, and operations. Identify information technology inadequacies and/or deficiencies that affect the functional areas ability to support/meet organizational goals. Support the development of functional area strategies for enhanced IT. Commensurate experience and education.

Minimum Experience: 5 years
Minimum Education: Bachelor's Degree

IT Business Analyst (L3)

Functional Responsibilities: Level III - Apply the most relevant best practices for the industry to customers using a knowledge base to create conceptual business models and identify relevant issues and considerations in selecting application software packages. Assess the operational and functional baseline of an organization and its organizational components, and help to define the direction and strategy for an engagement while ensuring the organizational needs are being addressed. Typical areas addressed include Human Resources, Finance, Supply, and information technology operations. Identify information technology inadequacies and/or deficiencies that affect the functional areas ability to support/meet organizational goals. Generate functional area strategies for enhanced IT operations in a cross-functional area mode throughout the organization. Participate in account strategy sessions, strategic assessments and design reviews to validate enterprise approach and associated work products, such as ERP implementations coordinating the resolution of highly complex problems and tasks. Manage continuous optimization and continuous development workflows and identify points for optimization of infrastructure-as-code cloud environments. Commensurate experience and education.

Minimum Experience: 7 years
Minimum Education: Bachelor's Degree
**IT Program Manager (L3)**

**Functional Responsibilities:** Level III - Serve as the IT program manager typically responsible for organizing, directing, and managing all aspects of contract operational support functions involving multiple complex and inter-related IT project tasks that often require managing teams of contractor personnel at multiple locations. Provide overall direction of IT program activities. Manage and maintain contractor interface with the senior levels of the customer’s organization. Consult with customer and contractor personnel to formulate and review task plans and deliverables, ensuring conformance with program and project task schedules and costs and contractual obligations. Establish and maintain technical and financial reports to show progress of IT projects to management and customers, organize and assign responsibilities to subordinates, oversee the successful completion of all assigned tasks, and assume the initiative and provide support to marketing personnel in identifying and acquiring potential business.

**Minimum Experience:** 5 years  
**Minimum Education:** Bachelor’s

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**IT Program Manager (L5)**

**Functional Responsibilities:** Level V - Serve as the IT program manager typically responsible for organizing, directing, and managing all aspects of contract operational support functions involving multiple complex and inter-related IT project tasks that often require managing teams of contractor personnel at multiple locations. Provide overall direction of IT program activities. Manage and maintain contractor interface with the senior levels of the customer’s organization. Consult with customer and contractor personnel to formulate and review task plans and deliverables, ensuring conformance with program and project task schedules and costs and contractual obligations. Establish and maintain technical and financial reports to show progress of IT projects to management and customers, organize and assign responsibilities to subordinates, oversee the successful completion of all assigned tasks, and assume the initiative and provide support to marketing personnel in identifying and acquiring potential business. Manages subcontractors and service providers within the budget and scope of the contract. Works with all necessary levels of customer organization to ensure service quality. Provides IT subject matter expertise to the overall project to enhance contract deliverables. Uses earned value management tools to track the budgeted cost of work performed on the contract.

**Minimum Experience:** 10 years  
**Minimum Education:** Bachelor’s
**IT Project Manager (L1)**

**Functional Responsibilities:** Level I - Typically oversee all aspects of the project, leading a team on large projects or a significant segment of large and complex IT projects. Analyze new and complex IT project-related problems and create innovative solutions that normally involve the technology, schedule, methodology, tools, solution components, and financial management of the project. Provide information systems/applications analysis and long and short-range plans for application selection, systems development, systems maintenance, and production activities for necessary support resources. Commensurate experience and education for the specific level.

**Minimum Experience:** 3 years  
**Minimum Education:** Bachelor’s

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**IT Project Manager (L2)**

**Functional Responsibilities:** Level II - Typically oversee all aspects of the project, leading a team on large projects or a significant segment of large and IT complex projects. Analyze new and complex IT project-related problems and create innovative solutions that normally involve the technology, schedule, methodology, tools, solution components, and financial management of the project. Provide information systems/applications analysis and long and short-range plans for application selection, systems development, systems maintenance, and production activities for necessary support resources. Commensurate experience and education for the specific level.

**Minimum Experience:** 5 years  
**Minimum Education:** Bachelor’s

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**IT Subject Matter Expert (L1)**

**Functional Responsibilities:** Level I - Provide technical knowledge and analysis of highly specialized applications and operational environment, high-level functional hardware and software systems analysis, design, integration, documentation, and implementation advice on moderately complex problems that require an appropriate level of knowledge of the IT subject matter for effective implementation. Apply principles, methods, and knowledge of the functional area of capability to specific task order requirements, advanced mathematical principles, and methods to exceptionally difficult and narrowly defined IT problems in engineering and other scientific applications to arrive at automated solutions. Assist other senior consultants with analysis and evaluation and with the preparation of recommendations for system improvements, optimization, development, and/or maintenance efforts in the following specialties: information systems architecture, networking; telecommunications, automation; communications protocols, risk management/electronic analysis, software; lifecycle management, software development methodologies, and modeling and simulation. Commensurate experience in IT and in new and related older technology that directly relates to the required area of expertise.

**Minimum Experience:** 3 years  
**Minimum Education:** Bachelor’s
**System Administrator (L1)**

**Functional Responsibilities:** Level I - Assist with the daily activities of configuration and operation of systems which may be mainframe, mini, or client/server based. Assist with the optimizing of system operation and resource utilization, and perform system capacity analysis and planning. Provide assistance to users in accessing and using business systems. Commensurate experience and education.

**Minimum Experience:** 3 years  
**Minimum Education:** Associate’s

**System Administrator (L2)**

**Functional Responsibilities:** Level II - Perform the daily activities of configuration and operation of systems which may be mainframe, mini, or client/server based. Perform the optimizing of system operation and resource utilization, and perform system capacity analysis and planning. Provide assistance to users in accessing and using business systems. Commensurate experience and education.

**Minimum Experience:** 5 years  
**Minimum Education:** Bachelor’s

**Systems Engineer (L1)**

**Functional Responsibilities:** Level I - Perform additions and changes to network hardware and operating systems, and attached devices; include investigation, analysis, recommendation, configuration, installation, and testing of new network hardware and software. Provide direct support in the day-to-day operations on network hardware and operating systems, including the evaluation of system utilization, monitoring response time and primary support for detection and correction of operational problems using knowledge of hardware and software installation and maintenance in a PC/LAN_WAN environment. Maintain network infrastructure standards including network communication protocols such as TCP Transport Control Protocol/Internet Protocol (TCP/IP).

**Minimum Experience:** 3 years  
**Minimum Education:** Bachelor’s
**Systems Engineer (L2)**

**Functional Responsibilities:** Level II - Coordinate and/or perform additions and changes to network hardware and operating systems, and attached devices; includes investigation, analysis, recommendation, configuration, installation, and testing of new network hardware and software. Provide direct support in the day-to-day operations on network hardware and operating systems, including the evaluation of system utilization, monitoring response time and primary support for detection and correction of operational problems. Troubleshoot at the physical level of the network, working with network measurement hardware and software, as well as physical checking and testing of hardware devices at the logical level working with communication protocols. Maintain network infrastructure standards including network communication protocols such as TCP/IP. Provide technical consultation, training and support to IT staff as designated by the government.

**Minimum Experience:** 5 years
**Minimum Education:** Bachelor’s

**Experience & Degree Substitution Equivalencies**
Experience exceeding the minimum shown may be substituted for education. Likewise, education exceeding the minimum shown may be substituted for experience.

<table>
<thead>
<tr>
<th>Equivalent Degree</th>
<th>Experience</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bachelor’s</td>
<td>Associate degree + 2 years relevant experience or Industry Certification</td>
</tr>
<tr>
<td></td>
<td>+ 4 years relevant experience</td>
</tr>
<tr>
<td>Master’s</td>
<td>Bachelor’s + 2 years relevant experience or Associate degree + 4 years</td>
</tr>
<tr>
<td></td>
<td>relevant experience or Industry Certification + 6 years relevant experience</td>
</tr>
<tr>
<td></td>
<td>+ 6 years of relevant experience</td>
</tr>
<tr>
<td>Doctorate</td>
<td>Master’s + 2 years relevant experience or Bachelor’s + 4 years or</td>
</tr>
<tr>
<td></td>
<td>Associate + 6 years relevant experience or Industry Certification + 8 years</td>
</tr>
<tr>
<td></td>
<td>relevant experience</td>
</tr>
</tbody>
</table>