GENERAL SERVICES ADMINISTRATION

Federal Supply Service
Authorized Federal Supply Schedule Price List

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

Multiple Award Schedule
Large Categories: H – Professional Services & F – Information Technology
Contract Number: GS00F187DA
Price List Current as of Modification # PS-A812 effective 3/3/2020
For more information on ordering from Federal Supply Schedules click on the FSS Schedules button at http://www.gsa.gov/schedules-ordering
Contract Period: 06/17/2016 to 06/16/2021

Contractor: AMATEA, LLC
101 Davis Ave., SW
Leesburg, VA 20175

Business Size: Small, Disadvantaged, 8(a), Woman Owned Business

In accordance with 13 C.F.R. 121.404, the Contractor is ineligible to participate in any RFQ that is set aside for small business where the subject contract’s awarded size status for the preponderance NAICS designated in the RFQ is “other than small”.

Telephone: (703) 880/4676
Extension:
FAX Number: (703) 783/0470
Web Site: www.amatea.com
E-mail: mamat@amatea.com
Contract Administration: Marina Amat, PhD

CUSTOMER INFORMATION:

1a. Table of Awarded Special Item Number(s) with appropriate cross-reference to page numbers:

<table>
<thead>
<tr>
<th>SIN</th>
<th>SIN Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>541611</td>
<td>Management and Financial Consulting, Acquisition and Grants Management Support, and Business Program and Project Management Services</td>
</tr>
<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. This price is the Government price based on a unit of one, exclusive of any quantity/dollar volume, prompt payment, or any other concession affecting price. Those contracts that have unit prices based on the geographic location of the customer, should show the range of the lowest price, and cite the areas to which the prices apply.

1c. If the Contractor is proposing hourly rates a description of all corresponding commercial job titles, experience, functional responsibility and education for those types of employees or subcontractors who will perform services shall be provided. If hourly rates are not applicable, indicate “Not applicable” for this item. See Attached Labor Categories

2. **Maximum Order:** $1,000,000.00

3. **Minimum Order:** $100.00

4. **Geographic Coverage (delivery Area):** Domestic only

5. **Point(s) of production (city, county, and state or foreign country):** 101 Davis Ave., SW Leesburg, VA 20175

6. **Discount from list prices or statement of net price:** Government net prices (discounts already deducted). See Attachment.

7. **Quantity discounts:** None Offered

8. **Prompt payment terms:** Net 30 days

   Information for Ordering Offices: Prompt payment terms cannot be negotiated out of the contractual agreement in exchange for other concessions.

9a. **Notification that Government purchase cards are accepted up to the micro-purchase threshold:** Yes

9b. **Notification whether Government purchase cards are accepted or not accepted above the micro-purchase threshold:** will accept

10. **Foreign items (list items by country of origin):** None

11a. **Time of Delivery (Contractor insert number of days):** Specified on the Task Order

11b. **Expedited Delivery.** The Contractor will insert the sentence “Items available for expedited delivery are noted in this price list.” under this heading. The Contractor may use a symbol of its choosing to highlight items in its price list that have expedited delivery: Contact Contractor

11c. **Overnight and 2-day delivery.** The Contractor will indicate whether overnight and 2-day delivery are available. Also, the Contractor will indicate that the schedule customer may contact the Contractor for rates for overnight and 2-day delivery: Contact Contractor

11d. **Urgent Requirements.** The Contractor will note in its price list the “Urgent Requirements” clause of its contract and advise agencies that they can also contact the Contractor’s representative to effect a faster delivery: Contact Contractor

12. **F.O.B Points(s):** Destination
13a. Ordering Address(es): 101 Davis Ave., SW Leesburg, VA 20175

13b. Ordering procedures: For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPA’s) are found in Federal Acquisition Regulation (FAR) 8.405-3.

14. Payment address(es): 101 Davis Ave., SW Leesburg, VA 20175

15. Warranty provision.: Contractor’s standard commercial warranty.

16. Export Packing Charges (if applicable): N/A

17. Terms and conditions of Government purchase card acceptance (any thresholds above the micro- purchase level): Contact Contractor

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

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

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

20a. Terms and conditions for any other services (if applicable): N/A

21. List of service and distribution points (if applicable): N/A

22. List of participating dealers (if applicable): N/A

23. Preventive maintenance (if applicable): N/A

24a. Environmental attributes, e.g., recycled content, energy efficiency, and/or reduced pollutants: N/A

24b. If applicable, indicate that Section 508 compliance information is available on Electronic and Information Technology (EIT) supplies and services and show where full details can be found (e.g. contractor’s website or other location.) The EIT standards can be found at: www.Section508.gov/

25. Data Universal Numbering System (DUNS) number: 180000726

26. Notification regarding registration in System for Award Management (SAM) database: Registered

27. Final Pricing:
The rates below include the Industrial Funding Fee (IFF) of 0.75%.

<table>
<thead>
<tr>
<th>SIN(s) Proposed</th>
<th>Service Proposed (e.g. Labor Category or Job Title/Task)</th>
<th>Contractor or Customer Site or Both</th>
<th>Unit of Issue (e.g. Hour, Task, Sq. Ft)</th>
<th>Price Offered to GSA (including IFF)</th>
</tr>
</thead>
<tbody>
<tr>
<td>541611 54151S</td>
<td>Business Process Consultant</td>
<td>Both</td>
<td>hour</td>
<td>$136.36</td>
</tr>
<tr>
<td>541611 54151S</td>
<td>Business Subject Matter Specialist</td>
<td>Both</td>
<td>hour</td>
<td>$159.22</td>
</tr>
<tr>
<td>541611 54151S</td>
<td>Business Systems Analyst - Intermediate</td>
<td>Both</td>
<td>hour</td>
<td>$101.26</td>
</tr>
<tr>
<td>541611 54151S</td>
<td>Business Systems Analyst - Senior</td>
<td>Both</td>
<td>hour</td>
<td>$121.79</td>
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<tr>
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<td>Business Systems Specialist</td>
<td>Both</td>
<td>hour</td>
<td>$120.22</td>
</tr>
<tr>
<td>54151S</td>
<td>Data Security Administration Manager</td>
<td>Both</td>
<td>hour</td>
<td>$111.16</td>
</tr>
<tr>
<td>541611 54151S</td>
<td>Documentation Specialist - Intermediate **</td>
<td>Both</td>
<td>hour</td>
<td>$69.67</td>
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<tr>
<td>541611 54151S</td>
<td>Engineering Subject Matter Specialist</td>
<td>Both</td>
<td>hour</td>
<td>$161.51</td>
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<tr>
<td>54151S</td>
<td>Help Desk Manager</td>
<td>Both</td>
<td>hour</td>
<td>$97.38</td>
</tr>
<tr>
<td>541611 54151S</td>
<td>IT Subject Matter Specialist</td>
<td>Both</td>
<td>hour</td>
<td>$171.76</td>
</tr>
<tr>
<td>54151S</td>
<td>Network Engineer - Senior</td>
<td>Both</td>
<td>hour</td>
<td>$116.05</td>
</tr>
<tr>
<td>54151S</td>
<td>Network Planning Manager</td>
<td>Both</td>
<td>hour</td>
<td>$132.72</td>
</tr>
<tr>
<td>54151S</td>
<td>Operations Systems Manager</td>
<td>Both</td>
<td>hour</td>
<td>$121.65</td>
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<tr>
<td>541611 54151S</td>
<td>Principal Scientist</td>
<td>Both</td>
<td>hour</td>
<td>$216.06</td>
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<td>hour</td>
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<tr>
<td>541611 54151S</td>
<td>Project Engineer</td>
<td>Both</td>
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</tr>
<tr>
<td>SCLS Eligible Labor Category</td>
<td>SCLS Equivalent Code Title</td>
<td>Wage Determination No</td>
<td></td>
<td></td>
</tr>
<tr>
<td>-------------------------------------</td>
<td>---------------------------------------</td>
<td>-----------------------</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Documentation Specialist - Intermediate</td>
<td>01020 - Administrative Assistant</td>
<td>15-4281</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Technical Writer</td>
<td>30462 - Technical Writer II</td>
<td>15-4281</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

The Service Contract Labor Standards (SCLS) is applicable to this contract and it includes SCLS applicable labor categories. The prices for the indicated (**) SCLS labor categories are based on the U.S. Department of Labor Wage Determination Number(s) identified in the SCLS matrix. The prices awarded are in line with the geographic scope of the contract (i.e. nationwide).
Labor Categories – CONSOLIDATED SOLICITATION

Business Process Consultant

Functional Duties/Responsibilities: Responsible for most complex systems process analysis, design and simulation. Requires high-level understanding of organization’s business systems and industry requirements. Focus is on process analysis and re-engineering, with an understanding of technical problems and solutions as they relate to the current and future business environment. Creates process change by integrating new processes with existing ones and communicating these changes to impacted Business Systems teams. Recommends and facilitates quality improvement efforts. May lead re-engineering team and can act as project manager in some cases.

Minimum Education: Bachelor’s Degree
Minimum Experience Requirements: 10 years
Required/Supplemental Certifications: None

Business Subject Matter Specialist

Functional Duties/Responsibilities: Provides technical knowledge and analysis of highly specialized applications and operational environments, high-level functional systems analysis, design, integration, documentation and implementation advice on exceptionally complex problems that need extensive knowledge of the subject matter for effective implementation. Participates as needed in all phases of software development with emphasis on the planning, analysis, testing, integration, documentation and presentation phases.

Minimum Education: Bachelor’s Degree
Minimum Experience Requirements: 10 years
Required/Supplemental Certifications: None

Business Systems Analyst – Intermediate

Functional Duties/Responsibilities: Under general supervision, formulates and defines systems scope and objectives through research and fact-finding combined with an understanding of applicable business systems and industry requirements. With this knowledge, develops or modifies moderately complex information systems. Includes analysis of business and user needs, documenting requirements, and revising existing system logic difficulties as necessary. Guides and advises less-experienced Business Systems Analysts. Competent to work in some phases of systems analysis and considers the business implications of the application of technology to the current business environment.

Minimum Education: Bachelor’s Degree
Minimum Experience Requirements: 5 years
Required/Supplemental Certifications: None

Business Systems Analyst – Senior

Functional Duties/Responsibilities: Under general direction, formulates and defines systems scope and objectives based on both user needs and a good understanding of applicable business systems and industry requirements. Devises or modifies procedures to solve complex problems considering computer equipment capacity and limitation, operating time, and form of desired results. Includes analysis of business and user needs,
documentation of requirements, and translation into proper system requirement specifications. Guides and advises less experienced Business Systems Analysts. Competent to work at the highest technical level of most phases of systems analysis while considering the business implications of the application of technology to the current and future business environment.

**Minimum Education:** Bachelor’s Degree  
**Minimum Experience Requirements:** 7 years  
**Required/Supplemental Certifications:** None

**Business Systems Specialist**

**Functional Duties/Responsibilities:** Top-level contributor with expertise in particular business processes responsible for formulating systems scope and objectives relative to the organization’s business plan and industry requirements. Acts independently or as a member of a project team responsible for providing technical guidance concerning the business implications of the application of various systems. Provides technical consulting on complex projects. Devises and/or modifies procedures to solve the most complex technical problems related to computer equipment capacity and limitations, operating time, and form of desired results. Creates detailed specifications from which programs will be written. May have quality assurance responsibilities.

**Minimum Education:** Bachelor’s Degree  
**Minimum Experience Requirements:** 10 years  
**Required/Supplemental Certifications:** None

**Data Security Administration Manager**

**Functional Duties/Responsibilities:** Directs and implements the necessary controls and procedures to cost-effectively protect information systems assets from intentional or inadvertent modification, disclosure, or destruction. Provides guidance and direction for the physical protection of information systems assets to other functional units. Provides reports to superiors regarding effectiveness of data security and makes recommendations for the adoption of new procedures. Assigns work to subordinates, monitors performance, and conducts performance appraisals. Interviews and makes recommendations for additional staff.

**Minimum Education:** Bachelor’s Degree  
**Minimum Experience Requirements:** 6 years  
**Required/Supplemental Certifications:** None

**Documentation Specialist – Intermediate**

**Functional Duties/Responsibilities:** Under general supervision, prepares and/or maintains systems, programming, and operations documentation, including user manuals. Generates and distributes meeting minutes. Maintains current internal or external documentation libraries. Competent to work on most phases of documentation.

**Minimum Education:** Bachelor’s Degree  
**Minimum Experience Requirements:** 3 years  
**Required/Supplemental Certifications:** None
Engineering Subject Matter Specialist

Functional Duties/Responsibilities: Provides technical knowledge and analysis of highly specialized applications and operational environment, high-level functional systems analysis, design, integration, documentation, and implementation advice on exceptionally complex problems that necessitate high-level knowledge of the subject matter for effective implementation. Participates as needed in all phases of software development with emphasis on the planning, analysis, modeling, simulation, testing, integration, documentation and presentation phases.

Minimum Education: Bachelor’s Degree
Minimum Experience Requirements: 10 years
Required/Supplemental Certifications: None

Help Desk Manager

Functional Duties/Responsibilities: Has overall responsibility for help desk operations associated with the identification, prioritization and resolution of reported problems. Ensures that all phases of help desk support are properly coordinated, monitored, logged, tracked and resolved appropriately. May maintain responsibility for development, maintenance and integrity of help desk software.

Minimum Education: Bachelor’s Degree
Minimum Experience Requirements: 3 years
Required/Supplemental Certifications: None

IT Subject Matter Specialist

Functional Duties/Responsibilities: Provides very high-level subject matter proficiency for work described in the task. Provides advanced technical knowledge and analysis of highly specialized applications and operational environment, high-level functional systems analysis, design, integration, documentation, training, and implementation advice on complex problems that require expert level knowledge of the subject matter for effective implementation.

Minimum Education: Bachelor’s Degree
Minimum Experience Requirements: 10 years
Required/Supplemental Certifications: None

Network Engineer – Senior

Functional Duties/Responsibilities: Under general direction, manages the purchase, installation, and support of network communications, including LAN/WAN systems. Responsible for evaluating current systems. Works on complex problems where analysis of situation requires in-depth evaluation of various factors. Plans large-scale systems projects through vendor comparison and cost studies. Provides work leadership and training to lower level network engineers. Requires expert knowledge of LAN/WAN systems, networks, and applications.

Minimum Education: Bachelor’s Degree
Minimum Experience Requirements: 7 years
Required/Supplemental Certifications: None
Network Planning Manager

Functional Duties/Responsibilities: Responsible for long-term strategic planning to ensure network capacity meets current and future network requirements, including planning for remote hardware and communications facilities, development and implementation of methodologies for system analysis, installation, and support. Defines and develops methodology to ensure compatibility of all software and hardware products at each facility. Provides ongoing coordination in the analysis, acquisition, and installation of remote hardware and software. May supervise Network Planning Analysts. Frequently reports to a Telecommunications Department Director/Manager or Planning and Engineering Manager.

Minimum Education: Bachelor’s Degree
Minimum Experience Requirements: 6 years
Required/Supplemental Certifications: None

Operations Systems Manager

Functional Duties/Responsibilities: Provides assistance and oversight for all information systems operations activities, including computer and telecommunications/communications operations, data entry, data control, operations support, operating systems programming, system security policy procedures, and/or web strategy and operations. Provides input to policy level discussions regarding standards and budget constraints.

Minimum Education: Bachelor’s Degree
Minimum Experience Requirements: 6 years
Required/Supplemental Certifications: None

Principal Scientist

Functional Duties/Responsibilities: Initiates, directs, and executes advanced-level scientific research and/or development studies. Plans and performs advanced scientific studies on new and varied problems where only general objectives are stated; acts as technical liaison with customers and sponsors, to include the preparation and presentation of high-level technical information; interprets, organizes, and coordinates overall project assignments within an assigned scientific functional area; plans and executes laboratory research; analyzes, evaluates, and plans methods of approach for projects and organizes means to achieve the solution of problems; serves as technical team or task lead; may provide supervision to lower-level staff; establishes and defines the theoretical bases and principles that should apply and the empirical test procedures to be used; conducts complex investigations or tests pertaining to the development of new designs, methods, materials, or processes and investigates possible applications of results; interprets and evaluates test data and results of investigations and develops recommendations; recommends necessary corrections in technical analyses and design to ensure successful project completion; specifies equipment, materials and suppliers required for completion and implementation of projects; evaluates vendor capabilities to provide or build required services, supplies, or equipment; maintains a current knowledge of technologies through the careful review of reports, patents, literature and other data; demonstrates creative ability through patent disclosures, problem solving, scientific reports or technical papers and articles; participates in special projects as required.

Minimum Education: Bachelor’s Degree
Minimum Experience Requirements: 10 years
Required/Supplemental Certifications: None
**Principal Scientist – Senior**

**Functional Duties/Responsibilities:** Makes decisions and recommendations that are recognized as authoritative and have an important impact on extensive scientific activities of the organization. This individual acts as primary technical liaison with customers and sponsors, to include the preparation and presentation of high-level technical information; analyzes, evaluates, and plans methods of approach for projects and organizes means to achieve the solution of problems; serves as technical team or task lead; supervises and directs the work of lower-level scientific and technical personnel; plans and executes laboratory research and/or the development and/or evaluation of advanced physics or first-principles engineering models; establishes and defines the theoretical bases and principles which should apply and the empirical test procedures to be used; conducts complex investigations or tests pertaining to the development of new designs, methods, materials, or processes and investigates possible applications of results; interprets and evaluates test data and results of investigations and develops recommendations; recommends necessary corrections in technical analyses and design to ensure successful project completion; specifies equipment, materials and suppliers required for completion and implementation of projects; evaluates vendor capabilities to provide or build required services, supplies, or equipment; maintains a current knowledge of technologies through the careful review of reports, patents, literature and other data; demonstrates creative ability through patent disclosures, problem solving, scientific reports or technical papers and articles; participates in special projects as required.

**Minimum Education:** Bachelor’s Degree  
**Minimum Experience Requirements:** 15 years  
**Required/Supplemental Certifications:** None

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**Project Engineer**

**Functional Duties/Responsibilities:** Manages long-term IT engineering projects. Performs engineering design evaluations and works to complete projects within budget and scheduling restraints. Develops, implements, and monitors information systems policies and controls to ensure data accuracy, security, and regulatory compliance. Reviews reports of computer and peripheral equipment production, malfunction, and maintenance to determine and address problems.

**Minimum Education:** Bachelor’s Degree  
**Minimum Experience Requirements:** 7 years  
**Required/Supplemental Certifications:** None

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**Project Manager – Senior**

**Functional Duties/Responsibilities:** Responsible for all aspects of the development and implementation of assigned projects and provides a single point of contact for those projects. Takes projects from original concept through final implementation. Interfaces with all areas affected by the project, including end users, computer services, and client services. Defines project scope and objectives. Develops detailed work plans, schedules, project estimates, resources plans, and status reports. Conducts project meetings and is responsible for project tracking and analysis. Ensures adherence to quality standards and reviews project deliverables. Manages the integration of vendor tasks and tracks and reviews vendor deliverables. Provides technical and analytical guidance to project team. Recommends and takes action to direct the analysis and solutions of problems.

**Minimum Education:** Bachelor’s Degree  
**Minimum Experience Requirements:** 7 years  
**Required/Supplemental Certifications:** PMP
Project Manager – Consultant

**Functional Duties/Responsibilities:** Responsible for all aspects of the development and implementation of assigned projects and provides a single point of contact for those projects. Takes projects from original concept through final implementation. Interfaces with all areas affected by the project, including end users, computer services, and client services. Defines project scope and objectives. Develops detailed work plans, schedules, project estimates, resources plans, and status reports. Conducts project meetings and is responsible for project tracking and analysis. Ensures adherence to quality standards and reviews project deliverables. Manages the integration of vendor tasks and tracks and reviews vendor deliverables. Provides technical and analytical guidance to project team. Recommends and takes action to direct the analysis and solutions of problems.

**Minimum Education:** Bachelor’s Degree  
**Minimum Experience Requirements:** 10 years  
**Required/Supplemental Certifications:** PMP

Quality Assurance Analyst – Intermediate

**Functional Duties/Responsibilities:** Carries out procedures to ensure that all information systems, products and services meet minimum organization standards and end-user requirements. Thoroughly tests software to ensure proper operation and freedom from defects. Documents and works to resolve all problems. Reports progress on problem resolution to management. Devises improvements to current procedures and develops models of possible future configurations. Performs complex workflow analysis and recommends quality improvements.

**Minimum Education:** Bachelor’s Degree  
**Minimum Experience Requirements:** 5 years  
**Required/Supplemental Certifications:** None

Quality Assurance Analyst – Senior

**Functional Duties/Responsibilities:** Under general direction, carries out procedures to ensure that all information systems, products and services meet organization standards and end-user requirements. Performs and leads tests of software to ensure proper operation and freedom from defects. May create test data for applications. Documents and works to resolve all complex problems. Reports progress on problem resolution to management. Devises improvements to current procedures and develops models of possible future configurations. Acts as information resource about assigned areas to technical writers and other Quality Assurance Analysts. Performs complex workflow analysis and recommends quality improvements.

**Minimum Education:** Bachelor’s Degree  
**Minimum Experience Requirements:** 7 years  
**Required/Supplemental Certifications:** None

Software Architect

**Functional Duties/Responsibilities:** Works independently designing and developing new software products or major enhancements to existing software. May lead a large development team in the design of highly complex software systems. Acts as highest-level technical expert, addressing problems of systems integration, compatibility, and multiple platforms. Responsible for project completion. Performs feasibility analysis on potential future projects to management.
Minimum Education: Bachelor’s Degree
Minimum Experience Requirements: 10 years
Required/Supplemental Certifications: None

Technical Writer

Functional Duties/Responsibilities: Under general direction, writes a variety of technical articles, reports, brochures, and/or manuals for documentation for a wide range of uses. Coordinates the display of graphics and the production of the document.

Minimum Education: Bachelor’s Degree
Minimum Experience Requirements: 3 years
Required/Supplemental Certifications: None

Technical Editor

Functional Duties/Responsibilities: Responsible for content of technical documentation. Checks author’s document for spelling, grammar, and content problems (e.g. missing instructions or sections, redundant or unnecessary sections). Accuracy of content may fall under this position or the programmer, depending on the expertise of the editor. Ensures that documents follow the style laid out in the organization’s style guide. May also be responsible for maintaining the style guide. Suggests revisions to the style guide as appropriate. Editor is often a technical writer who has moved to this position. Note: This description is for a technical editor in a large software house or an editor in a technical lab, which produces papers for publication. Newsletter, newspaper or magazine editors should not be matched to this position.

Minimum Education: Bachelor’s Degree
Minimum Experience Requirements: 5 years
Required/Supplemental Certifications: None