



Authorized Federal Supply Schedule Price List

Test and Measurement Equipment, Avionics Test Equipment Unmanned Scientific Vehicles and Related Services For FSC Group 66, Class 1550

SIN 627-1007 Introduction of New Services/Products (INSP)
SIN 627-50 Unmanned Vehicle Systems, Operations support, Data Collection, Analysis, Reporting, and Related Services. Note: SIN 627-50 replaced SINs 627-56, 627-58 and 627-4000

Contract Number: GS-07F-0444T

**Contract Period Option 1
July 1, 2012 through June 30, 2017**

**Modern Technology Solutions, Inc.
5285 Shawnee Road, Suite 400
Alexandria, VA 22312-2328
703-564-3800 (Phone) 703-354-7905 (Fax)
www.mtsi-va.com**

Business Size: Large

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 GSAAAdvantage.gov

For more information on ordering from Federal Supply Schedules click on the GSA Schedules button at <http://www.fss.gsa.gov>.

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INFORMATION FOR ORDERING OFFICES

1a. Awarded Special Item Number(s):

627-1007 Introduction of New Services/Products (INSP)
627-4000 UAV Operations Support (Government Owned/Leased Equipment) and
(Contractor Owned/Leased Equipment)
627-56 Unmanned Submersible Vehicle Operations Support – (Government Owned/Leased
Equipment and Contractor Owned/Leased Equipment)
627-58 Unmanned Terrestrial Vehicle Operations Support – (Government Owned/Leased
Equipment and Contractor Owned/Leased Equipment)

1b. Lowest Price Model Number: Not Applicable

1c. Description of Labor categories, job titles, functional responsibility and education for employees and subcontractor: See labor Category Descriptions and Qualifications – Pages 10-14

2. Maximum Order: \$2,000,000. A delivery order that exceeds the maximum order may be placed under the schedule contract in accordance with FAR 8.404 See Note 1 below.

3. Minimum Order: \$2,500

4. Geographic Coverage (delivery area): The geographic scope of this contract is the 48 contiguous states, the District of Columbia, Alaska, Hawaii, the Commonwealth of Puerto Rico and US territories and overseas.

5. Point(s) of Production: Determined by task order

Modern Technology Solutions, Inc.
5285 Shawnee Road, Suite 400
Alexandria, VA 22312-2328

6. Discount from List Price or Statement of Net Price: Prices shown are NET Prices;

7. Quantity and Other Discounts: Additional 1% from discounted price on orders of \$500,001 and above.

8. Prompt Payment Terms: Net 30.
Payments are due thirty days from receipt of invoice or date of acceptance, whichever is later.

9a. Notification whether Government Purchase Cards are accepted below the micro purchase threshold: Modern Technology Solutions, Inc. will accept the Government purchase card for payments at or below the micro-purchase threshold of \$2,500 for task orders.

9b. Notification whether Government Purchase Cards are accepted above the micro purchase threshold: Government purchase cards will be acceptable for payment above the micro-purchase threshold of \$2,500 for task orders.

- 10. Foreign Items:** None
- 11a. Time of Delivery:** Services shall be delivered or performed in accordance with the terms negotiated in the task order.
- 11b. Expedited Delivery:** Expedited delivery shall be in accordance with the terms negotiated in the task order.
- 11c. Overnight and 2-day delivery:** Overnight and 2 day delivery shall be in accordance with the terms negotiated in the task order.
- 11d. Urgent Requirements:** Urgent requirements shall be in accordance with the terms negotiated in the task order.
- 12. F.O.B. points (s):** Destination
- 13a. Contractor's Ordering Address:**

Modern Technology Solutions, Inc.
5285 Shawnee Road, Suite 400
Alexandria, VA 22312-2328

- 13b. Ordering Procedures:** The ordering procedures, information on Blanket Purchase Agreements (BPA's) are found in Federal Acquisition Regulation (FAR) 8.405-3. See page 15

Ordering agencies can obtain technical and/or ordering assistance by contacting: Greta Ebert
Phone # (703) 564-3862 Fax # (703) 564-3862 Email: greta.ebert@mtsi-va.com

- 14. Contractor's Payment Address:**

Modern Technology Solutions, Inc.
5285 Shawnee Road, Suite 400
Alexandria, VA 22312-2328
Attn: Accounts Payable

- 15. Warranty Provision:** Standard Commercial Warranty
- 16. Export Packing Charges:** Not Applicable
- 17. Terms and conditions of Government Purchase Card acceptance:** Accepted at and above the micro-purchase level. No additional discount for acceptance.
- 18. Terms and conditions of rental, maintenance, and repair:** Not applicable.
- 19. Terms and conditions of installation:** Not applicable

- 20a. Terms and conditions of repair parts indication date of parts price lists and any discounts from list prices:** Not applicable.
- 20b. Terms and conditions for any other services:** Not applicable
- 21. List of service and distribution points:** Not applicable
- 22. List of participating dealers:** None
- 23. Preventive maintenance:** Not applicable
- 24a. Special Attributes such as Environmental Attributes:** Not applicable.
- 24b. Section 508 Compliance for EIT:** Not applicable
- 25. Data Universal Number System (DUNS):** 807454640
- 26. Notification regarding registration in Central Contractor Registration (CCR) database:** Modern Technology Solutions, Inc. is registered in the CCR database.

NOTE 1: I-FSS-125 REQUIREMENTS EXCEEDING THE MAXIMUM ORDER (OCT 1997)

(a) In accordance with FAR 8.404, before placing an order that exceeds the maximum order threshold, ordering offices shall—

- (1) Based upon the initial evaluation, generally seek price reductions from the schedule contractor(s) appearing to provide the best value (considering price and other factors); and
- (2) After price reductions have been sought, place the order with the schedule contractor that provides the best value and results in the lowest overall cost alternative (see FAR 8.404(a)). If further price reductions are not offered, an order may still be placed, if the ordering office determines that it is appropriate.

(b) Vendors may:

- (1) Offer a new lower price for this requirement (the Price Reduction clause is not applicable to orders placed over the maximum order in FAR-52.21619, Order Limitations.
- (2) Offer the lowest price available under the contract; or
- (3) Decline the order (orders must be returned in accordance with FAR52.216-19).

(c) A delivery order that exceeds the maximum order may be placed with the Contractor selected in accordance with FAR 8.404. The order will be placed under the contract.

(d) Sales for orders that exceed the Maximum Order shall be reported in accordance with GSAR 552.238-72.

1. Contract Overview:

Modern Technology Solutions, Inc. has been awarded a GSA Federal Supply Schedule contract for Unmanned Scientific Vehicles (USV) Support, contract no. **GS-07F-0444T**. The contract period is from July 1, 2007 – June 30, 2012. The contract provides for task orders to be placed as Firm Fixed Price or Time and Material using the labor categories and ceiling rates defined for the contract. There is no dollar value ceiling for the contract.

2. Contract Use:

This contract is available for use by all federal government agencies, as a source for UAS Operations Support, for worldwide use. Executive agencies, other Federal agencies, mixed – ownership Government corporations, and the District of Columbia; government contractors authorized in writing by a Federal agency pursuant to 48 CFR 51.1; and other activities and organizations authorized by statute or regulation to use GSA as a source of supply may use this contract. Additionally, contractors are encouraged to accept orders received from activities within the Executive Branch of the Federal Government.

3. Contract Scope:

The contractor shall provide all resources including personnel, management, supplies, services, materials, equipment, facilities and transportation necessary to provide a wide range of UAS services as specified in each task order.

Services specified in a task order may be performed at the contractor's facilities or the ordering agencies' facilities. The government will determine the contractor's compensation by any of several different methods (to be specified at the task order level) e.g., a firm-fixed price for services with or without incentives, labor hours, or time-and material.

The Special Item Numbers (SINs) available under this contract provide services across the full life cycle of a USV project. When task orders are placed, they must identify the SIN or SINs under which the task is being executed. MTSI has been awarded a contract by GSA to provide services under the SINs, as defined below:

627-1007 Introduction of New Services/Products (INSP)

627-4000 UAV Operations Support (Government Owned/Leased Equipment) and (Contractor Owned/Leased Equipment)

627-56 Unmanned Submersible Vehicle Operations Support – (Government Owned/Leased Equipment and Contractor Owned/Leased Equipment)

627-58 Unmanned Terrestrial Vehicle Operations Support – (Government Owned/Leased Equipment and Contractor Owned/Leased Equipment)

Task orders for outsourcing of USV services may be placed for any of the SINs, provided the work being outsourced is covered under the SIN definition. The Government defined and awarded this contract after evaluation based on contractor experience, negotiated cost reasonableness, and past performance under each of the SINs as referenced below.

A full description of each SIN definition is provided below.

624-1007 INTRODUCTION TO NEW SERVICES/PRODUCTS (INSP)

This SIN includes new or improved commercial services or products, or services or products that perform new tasks or procedures not currently available under any GSA contract.

627-4000 UAS OPERATIONS SUPPORT (GOVERNMENT OWNED/LEASED EQUIPMENT)

Vendor provided team containing all manpower and personal equipment/tools necessary to operate and maintain a complete government or contractor owned/leased UAV system for a specific period of time. Location of such support can be inside and/or outside the continental United States (CONUS and OCONUS).

627-56 UNMANNED SUBMERSIBLE VEHICLE OPERATIONS SUPPORT – GOVERNMENT OWNED/LEASED EQUIPMENT AND CONTRACTOR OWNED/LEASED EQUIPMENT

Vendor provided team containing all manpower and personal equipment/tools necessary to operate and maintain a complete government or contractor owned/leased Unmanned Submersible Vehicle system for a specific period of time. Location of such support can be inside and/or outside the continental United States (CONUS and OCONUS).

627-58 UNMANNED TERRESTRIAL VEHICLE OPERATIONS SUPPORT - GOVERNMENT OWNED/LEASED EQUIPMENT AND CONTRACTOR OWNED/LEASED EQUIPMENT

Vendor provided team containing all manpower and personal equipment/tools necessary to operate and maintain a complete government or contractor owned/leased Unmanned Terrestrial Vehicle system for a specific period of time. Location of such support can be inside and/or outside the continental United States (CONUS and OCONUS).

Modern Technology Solutions, Inc.

Price List for Services

GSA Schedule HD-07T-0444T

Effective Date: July 1, 2007 through June 30, 2017

SIN 627-050 (which replaced SINs 627-56, 627-58 and 627-4000) and 627-1007

Labor Category	Year 1 7/1/07 to 6/30/08	Year 2 7/1/08 to 6/30/09	Year 3 7/1/09 to 6/30/10	Year 4 7/1/10 to 6/30/11	Year 5 7/1/11 to 6/30/12	Year 6 7/1/12 to 6/30/13	Option 1 Year 7 7/1/12 to 6/30/13	Year 8 7/1/13 to 6/30/14	Year 9 7/1/14 to 6/30/15	Year 10 7/1/15 to 6/30/16	Year 11 7/1/16 to 6/30/17
Subject Matter Expert	NA	N/A	N/A	\$230.32	\$240.91	\$251.98	\$259.54	\$267.33	\$275.35	\$283.61	\$292.11
Senior Program Manager	N/A	N/A	\$186.70	\$195.28	\$204.26	\$213.65	\$220.06	\$226.66	\$233.46	\$240.46	\$247.68
Program Manager	\$155.13	\$162.26	\$169.73	\$177.53	\$185.70	\$194.24	\$200.07	\$206.07	\$212.25	\$218.62	\$225.18
Principal Engineer I	N/A	N/A	\$209.39	\$219.01	\$229.07	\$239.60	\$246.79	\$254.19	\$261.82	\$269.67	\$277.76
Principal Engineer II	\$173.98	\$181.98	\$190.35	\$199.11	\$208.27	\$217.85	\$224.39	\$231.12	\$238.05	\$245.19	\$252.55
Senior Engineer I	N/A	N/A	\$174.08	\$182.08	\$190.45	\$199.20	\$205.18	\$211.33	\$217.67	\$224.20	\$230.93
Senior Engineer II	\$144.23	\$150.87	\$157.81	\$165.07	\$172.66	\$180.60	\$186.02	\$191.60	\$197.35	\$203.27	\$209.36
Sr. Project Engineer I	N/A	N/A	\$141.03	\$147.51	\$154.29	\$161.38	\$166.22	\$171.21	\$176.34	\$181.63	\$187.08
Sr. Project Engineer II	\$113.56	\$118.79	\$124.25	\$129.97	\$135.95	\$142.20	\$146.47	\$150.86	\$155.39	\$160.05	\$164.85
Project Engineer I	N/A	N/A	\$116.65	\$122.01	\$127.62	\$133.48	\$137.48	\$141.61	\$145.86	\$150.23	\$154.74

Project Engineer II	\$99.67	\$104.25	\$109.05	\$114.07	\$119.31	\$124.80	\$128.54	\$132.40	\$136.37	\$140.46	\$144.68
Engineer I	N/A	N/A	\$93.10	\$97.38	\$101.86	\$106.55	\$109.75	\$113.04	\$116.43	\$119.92	\$123.52
Engineer II	\$75.52	\$79.00	\$82.63	\$86.43	\$90.41	\$94.57	\$97.41	\$100.33	\$103.34	\$106.44	\$109.63
Air Vehicle Operator/ Pilot	\$92.69	\$96.95	\$101.41	\$106.08	\$110.96	\$116.06	\$119.54	\$123.13	\$126.82	\$130.63	\$134.55
Air Vehicle Maintenance Technician	\$57.11	\$59.73	\$62.48	\$65.36	\$68.36	\$71.51	\$73.66	\$75.86	\$78.14	\$80.49	\$82.90
Sensor Operator	\$75.50	\$78.97	\$82.60	\$86.40	\$90.38	\$94.53	\$97.37	\$100.29	\$103.30	\$106.39	\$109.59
Multimedia Technician I	N/A	N/A	\$94.00	\$98.32	\$102.84	\$107.57	\$110.80	\$114.12	\$117.54	\$121.07	\$124.70
Multimedia Technician II	\$57.11	\$59.73	\$62.48	\$65.36	\$68.36	\$71.51	\$73.66	\$75.86	\$78.14	\$80.49	\$82.90
Senior Data Analyst / Admin Support	N/A	N/A	\$62.61	\$65.48	\$68.49	\$71.64	\$73.79	\$76.00	\$78.28	\$80.63	\$83.05
Data Analyst / Admin Support	\$49.76	\$52.04	\$54.44	\$56.94	\$59.56	\$62.30	\$64.17	\$66.09	\$68.08	\$70.12	\$72.22
Senior Functional Specialist	NA	NA	\$137.27	\$143.58	\$150.18	\$157.09	\$161.80	\$166.66	\$171.66	\$176.81	\$182.11

All rates are Net and include all discounts and the .75% IFF

Labor Category Qualifications: GSA has approved the following MTSI labor categories and associated qualifications for all SINs under this contract.

LABOR CATEGORY DESCRIPTIONS

The required minimum levels of education and experience for each labor category are listed below. In addition, depending on the specific task order there may also be a requirement for the individual to possess a specified security clearance in addition to the requirements listed below. Most clearances will be at the Secret level, but many will be at the Top Secret/SCI level. Academic credentials and years of experience may be substituted as follows: four years of relevant experience is considered equivalent to a bachelor's degree; a master's degree is considered equivalent to a bachelor's degree plus three years of relevant experience; and a PhD is considered equivalent to a bachelor's degree plus five years of relevant experience.

No. **001**

Commercial Job Title: **Subject Matter Expert**

Minimum/General Experience: Possesses twenty five (25) years or more of general experience including at least ten (10) years of specialized experience in the required area of expertise, to include military/government expertise. Possesses five (5) years of government contractor related experience at a senior program management level.

Functional Responsibility: Senior manager with recognized special expertise in the field of Unmanned Aircraft Systems (UAS). Possesses certifications and special credentials in the field. Provides technical liaison to meet client requirements at the programmatic level. Provides technical advice and input on issues of engineering, analysis, training, acquisition, exercise and exercise support, mission analysis, navigation, and test operations. Versatile individual capable of providing consultative support, leadership, or management for UAS programs depending on requirements.

Minimum Education: Masters's degree or equivalent. Bachelor's degree and five years of direct SME-level performance or Principal Engineer performance may be substituted for the Masters Degree.

No. **002**

Commercial Job Title: **Senior Program Manager**

Minimum/General Experience: Fifteen (15) general experience including at least eight (8) years of relevant specialized experience.

Functional Responsibility: Responsible for overall Unmanned Aircraft System (UAS) project organization and direction of the organization's larger and most high profile efforts. Interfaces directly with designated client representatives to formulate requirements and supervise tasks. Requires knowledge

of FARs and DoD regulations, requirements, policies and procedures, cost and schedule estimating, systems disciplines, engineering specifications, and program strategies of various agency and Department of Defense activities employing UAS technologies. Supervises various personnel, to include other Program Managers, and multiple personnel categories constituting a multidisciplinary team.

Minimum Education: Bachelor's degree, advanced degree typical.

No. 003

Commercial Job Title: **Program Manager**

Minimum/General Experience: Ten (10) or more years of general experience including at least five (5) years of relevant specialized experience.

Functional Responsibility: Responsible for overall Unmanned Aircraft System (UAS) project organization and direction. Interfaces directly with designated client representatives to formulate requirements and supervise tasks. Requires knowledge of FARs and DoD regulations, requirements, policies and procedures, cost and schedule estimating, systems disciplines, and engineering specifications.

Minimum Education: Bachelor's degree, advanced degree typical.

No. 004

Commercial Job Title: **Principal Engineer I**

Minimum/General Experience: Twenty three (23) or more years of general experience including at least eight (8) years of specialized experience in the required area of expertise.

Functional Responsibility: Performs advanced engineering and/or analysis for Unmanned Aircraft Systems (UAS) operations. Requiring specialized knowledge or skills in air operations, instrumentation and navigation for a variety UAS operating applications. Coordinates test plan, flight routing, and obtaining federal and local government flight operations approval. Responsible for flight safety and meeting of minimal weather operating criteria. Oversees completion of flight cards and preparation of flight logs and final reports. Applies advanced engineering and/or analysis practices, concepts, and procedures to conduct UAS flight operation.

Minimum Education: Bachelor's degree or equivalent. Advanced degrees are typical in this position.

No. 005

Commercial Job Title: **Principal Engineer II**

Minimum/General Experience: Twenty (20) or more years of general experience including at least five (5) years of specialized experience in the required area of expertise.

Functional Responsibility: Performs advanced engineering and/or analysis for Unmanned Aircraft Systems (UAS) test operations. Requiring specialized knowledge or skills in air operations, instrumentation, navigation, for a variety UAS operating applications. Coordinates test plan, flight routing, and obtaining federal and local government flight operations approval. Responsible for flight safety and meeting of minimal weather operating criteria. Oversees completion of flight cards and preparation of flight logs and final report. Applies advanced engineering and/or analysis practices, concepts, and procedures to conduct UAS flight operation.

Minimum Education: Bachelor's degree or equivalent. Advanced degrees are typical in this position.

No. 006

Commercial Job Title: **Senior Engineer I**

Minimum/General Experience: Fifteen (15) years of general experience including at least five (5) years of specialized experience in the required area of expertise

Functional Responsibility: Performs highly complex Unmanned Aircraft System (UAS) test operations including engineering and/or analysis activities such as test planning, performance, test data acquisition and analysis; and test instrumentation design, modification, conversion, implementation, and support. Supervises other engineers, solves complex technical challenges, and communicates solutions to both technical and non-technical project personnel.

Minimum Education: Bachelor's degree or equivalent.

No.007

Commercial Job Title: **Senior Engineer II**

Minimum/General Experience: Thirteen (13) or more years of general experience including at least three (3) years of specialized experience in the required area of expertise

Functional Responsibility: Performs highly complex Unmanned Aircraft System (UAS) test operations including engineering and/or analysis activities such as test planning, performance, test data acquisition and analysis; and test instrumentation design, modification, conversion, implementation, and support.

Minimum Education: Bachelor's degree or equivalent.

No. **008**

Commercial Job Title: **Senior Project Engineer I**

Minimum/General Experience: Eleven (11) or more years of relevant air operations logistics support experience including management or project level management experience of major aviation systems.

Functional Responsibility: Individuals in this category possess specialized technical knowledge and supervisory leadership skills for the deployment and retrograde of UAS systems for safe ground and flight operation. Responsible for qualification levels of systems and operators. Must be knowledgeable of the program support materials acquisition data/documentation requirements, acquisition processes, systems integration, required to support test and evaluation, readiness, production, operational deployment, maintenance, reliability and maintainability, concurrent engineering, operating and cost performance other related processes to support UAS operations.

Minimum Education: Bachelor's degree or equivalent.

No. **009**

Commercial Job Title: **Senior Project Engineer II**

Minimum/General Experience: Nine (9) or more years of relevant air operations logistics support experience including management or project level management experience of major aviation systems.

Functional Responsibility: Individuals in this category possess specialized technical knowledge and supervisory leadership skills for the deployment and retrograde of UAS systems for safe ground and flight operation. Responsible for qualification levels of systems and operators. Must be knowledgeable of the program support materials acquisition data/documentation requirements, acquisition processes, systems integration, required to support test and evaluation, readiness, production, operational deployment, maintenance, reliability and maintainability, concurrent engineering, operating and cost performance other related processes to support UAS operations.

Minimum Education: Bachelor's degree or equivalent.

No. **010**

Commercial Job Title: **Project Engineer I**

Minimum/General Experience: Seven (7) or more years of general experience including at least five (4)

years of relevant specialized experience.

Functional Responsibility: Responsible for overall Unmanned Aircraft System (UAS) project coordination. Interfaces with engineers, operators, sensor data collection personnel, and client representatives to formulate requirements for air operations. Requires knowledge of UAS operating characteristics, requirements, procedures, systems, and engineering specifications. Supervises other Project Engineers, Senior Technicians, and engineers working on a multidisciplinary project.

Minimum Education: Bachelor's degree, advanced degree typical.

No. 011

Commercial Job Title: **Project Engineer II**

Minimum/General Experience: Five (5) or more years of general experience including at least three (3) years of relevant specialized experience.

Functional Responsibility: Responsible for Unmanned Aircraft System (UAS) project coordination. Interfaces with engineers, operators, sensor data collection personnel, and client representatives to formulate requirements for air operations. Requires knowledge of UAS operating characteristics, requirements, procedures, systems, and engineering specifications.

Minimum Education: Bachelor's degree.

No. 012

Commercial Job Title: **Engineer I**

Minimum/General Experience: Three (3) years of relevant experience applying the fundamental practices, concepts, and procedures of technical analysis.

Functional Responsibility: Performs advanced Unmanned Aircraft System (UAS) analysis tasks requiring specialized knowledge or skills in flight data acquisition, and data reduction. Applies advanced technical analysis practices, concepts, and procedures. Gathers information, analyzes problem areas, recommends system modifications and enhancements, and prepares system conversion and implementation plans. Supervises other engineer's data collection and systems adaptation activities.

Minimum Education: Bachelor's degree or equivalent.

No.013

Commercial Job Title: **Engineer II**

Minimum/General Experience: Zero to two (0 - 2) years of relevant experience applying the fundamental practices, concepts, and procedures of technical analysis.

Functional Responsibility: Performs advanced Unmanned Aircraft System (UAS) analysis tasks requiring specialized knowledge or skills in flight data acquisition, and data reduction. Applies advanced technical analysis practices, concepts, and procedures. Gathers information, analyzes problem areas, recommends system modifications and enhancements, and prepares system conversion and implementation plans.

Minimum Education: Bachelor's degree or equivalent.

No. 014

Commercial Job Title: **Air Vehicle Operator/Pilot**

Minimum/General Experience: Five (5) or more years of experience in a relevant functional area.

Functional Responsibility: Performs Unmanned Aircraft System (UAS) technical and/or flight operations. Responsible for UAS pre and post flight system checks, and navigates the UAS to accomplish mission requirements. Must be thoroughly familiar with remote piloting systems, aerodynamic, and UAS flight performance operation parameters.

Minimum Education: Associate's degree or equivalent, or military training

No. 015

Commercial Job Title: **Air Vehicle Maintenance Technician**

Minimum/General Experience: Three (3) or more years of experience in a relevant functional area or training sufficient to enable the successful accomplishment of assigned air vehicle maintenance tasking.

Functional Responsibility: Performs Unmanned Aircraft System (UAS) maintenance and/or technical activities such as preventative and corrective maintenance to insure successful completion of air mission operations. Prepares the UAS systems for flight serves, and acts as a ground safety observer during flight operations.

Minimum Education: Associate's degree or equivalent military training.

No. 016

Commercial Job Title: **Sensor Operator**

Minimum/General Experience: Six (6) or more years of general experience including at least three (3) years of specialized experience in the required area of expertise.

Functional Responsibility: Performs advanced engineering and/or analysis tasks required for operation of Unmanned Aircraft System (UAS) onboard sensor(s) while in flight. Performs sensor calibration and baseline instrumentation set-up. Performs data collected to meet customer needs and insures data quality control. Records and interprets sensor data. Optimizes sensor performance for given tasks. Applies advanced engineering and/or analysis practices, concepts, and data collection procedures. Gathers information, analyzes problem areas, adjust instrumentation and performs system modifications as necessary to enhancements data acquisition.

Minimum Education: Associate's degree or equivalent, or military training

No. 017

Commercial Job Title: **Multimedia Technician I**

Minimum/General Experience: Five (5) years or more general experience in graphic design and multimedia production, to include advanced video production and direction.

Functional Responsibility: Provides broad knowledge of the latest technologies relating to graphic software and video production procedures. Supervises a team of specialists in the creation of graphics and animation for technical presentations and briefings in a hands-on management role. Serves as producer and/or director of multimedia presentations on CD's and videotape including, filming of test activities, script and voice over coordination, editing and final product reproduction.

Minimum Education: Bachelors degree or equivalent. Associates degree and seven (7) years of direct relevant experience may be substituted for the Bachelors degree.

No. 018

Commercial Job Title: **Multimedia Technician II**

Minimum/General Experience: Specialized technician with zero to four (0 – 4) years related experience in graphic design and multimedia production.

Functional Responsibility: Provides broad knowledge of graphic software and video production procedures. Creates graphics and animation for technical presentations and briefings. Production of multimedia presentations on CD's and videotape including, filming of test activities, script and voice over coordination, editing and final product reproduction.

Minimum Education: Associate's degree or equivalent.

No. 019

Commercial Job Title: **Senior Data Analyst/Administrative Support**

Minimum/General Experience: Five (5) or more year's relevant experience.

Functional Responsibility: Review and edits technical documentation and interprets task requirements to ensure compliance with contract. Coordinates graphics and publications. Provide guidance and direction to more junior data analyst/administrative assistants.

Minimum Education: Associate's Degree or equivalent. High school diploma and seven (7) years of direct relevant experience may be substituted for the Associates degree.

No. 020

Commercial Job Title: **Data Analyst/Administrative Support**

Minimum/General Experience: Zero to four (0 - 4) years relevant experience.

Functional Responsibility: Review and edits technical documentation and interprets task requirements to ensure compliance with contract. Coordinates graphics and publications.

Minimum Education: Associate's Degree or equivalent. High school diploma and four (4) years of direct relevant experience may be substituted for the Associates degree.

No. 021

Commercial Job Title: **Senior Functional Specialist**

Minimum/General Experience: Fourteen (14) years relevant experience.

Functional Responsibility: Possess demonstrated knowledge in designated field or discipline. Provides insight and advice concerning task or project strategic direction and outcomes. May contribute to the evaluation, analysis, and development of recommended solutions in areas such as economic and financial analysis, risk analysis, optimization strategies, and organizational management. Applies principles and methods of the subject matter to specialized solutions. Directs the activities of other staff as necessary on activities related to the specified field or discipline.

Minimum Education: Bachelor Degree or equivalent.

6. Ordering Procedures:

When ordering UAS services ordering offices shall –

6.1 Prepare a Request for Quotes:

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

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

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

6.1.4 The request for quotes shall notify the contractors what basis will be used for selecting the contractor to receive the order. The notice shall include the basis for determining whether the contractors are technically qualified and provide an explanation regarding the intended use of any experience and/or past performance information in determining technical acceptability of responses.

6.2 Transmit the Request for Quote to Contractors:

6.2.1 Based upon an initial evaluation of catalogs and pricelists, the ordering office should identify the contractors that appear to offer the best value (considering the scope of services offered, hourly rates and other factors such as contractors' locations, as appropriate).

6.2.2 The request for quotes should be sent to three (3) contractors if the proposed order is estimated to exceed the micro-purchase threshold, but not to exceed the maximum order threshold. For proposed orders exceeding the maximum order threshold, the request for quotes should be provided to additional contractors that offer services that will meet the agency's needs. Ordering offices should strive to minimize the contractors' costs associated with responding to requests for quotes for specific orders. Requests should be tailored to the minimum level necessary for adequate evaluation and selection for order placement.

6.3 Evaluate quotes and select the contractor to receive the order:

After responses have been evaluated against the factors identified in the request for quotes, the order should be placed with the schedule contractor that represents the best value and results in the lowest overall cost alternative (considering price, special qualifications, administrative costs, etc.) to meet the Government's needs.

- 7. Blanket Purchase Agreements:** The establishment of Federal Supply Schedule Blanket Purchase Agreements (BPAs) for recurring services is permitted when the procedures outlined herein are followed. All BPAs for services must define the services that may be ordered under the BPA, along with delivery or performance time frames, billing procedures, etc. The potential volume of orders under BPAs, regardless of the size of individual orders, may offer the ordering office the opportunity to secure volume discounts. When establishing BPAs ordering offices shall inform contractors in the request for quotes (based on the agency's requirement) if a single BPA or multiple BPAs will be established, and indicate the basis that will be used for selecting the contractors to be awarded the BPAs.

7.1 Single BPA: Generally, a single BPA should be established when the ordering office can define the tasks to be ordered under the BPA and establish a firm-fixed price or ceiling price for individual tasks or services to be ordered. When this occurs, authorized users may place the order directly under the established BPA when the need for service arises. The schedule contractor that represents the best value and results in the lowest overall cost alternative to meet the agency's needs should be awarded the BPA.

7.2 Multiple BPAs: When the ordering office determines multiple BPAs are needed to meet its requirements, the ordering office should determine which contractors can meet any technical qualifications before establishing the BPAs. When multiple BPAs are established, the authorized users must follow the procedure in (3)(ii)(B) above, and then place the order with the schedule contractor that represents the best value and results in the lowest overall cost alternative to meet the agency's needs.

7.3 Review BPAs periodically: Such reviews shall be conducted at least annually. The purpose of the review is to determine whether the BPA still represents the best value (considering price, special qualifications, etc.) and results in the lowest overall cost alternative to meet the agency's needs.

- 8. Task Records and Documentation:** The ordering office, at a minimum, should document orders

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

9. Special Provisions for Task Orders:

Agencies may incorporate provisions in their task order that are essential to their requirements (e.g., security clearances, hazardous substances, special handling, key personnel, etc.). These provisions, when required, will be included in individual task orders. Any cost necessary for the contractor to comply with the provision(s) will be included in the task order proposal, unless otherwise prohibited by law. Contractors are strongly encouraged to price all items in the contract, to the maximum extent practicable.

10. Contractor Team Arrangements:

Federal Supply Schedule Contractors may use "Contractor Team Arrangements" (see FAR 9.6) to provide solutions when responding to a customer agency requirements. The policy and procedures outlined in this part will provide more flexibility and allow innovative acquisition methods when using the Federal Supply Schedules. See the additional information regarding Contractor Team Arrangements in this Schedule Pricelist.

10.1 Basic Guidelines for Using "Contractor Team Arrangements"

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

These Team Arrangements can be included under a Blanket Purchase Agreement (BPA).

BPAs are permitted under all Federal Supply Schedule contracts.

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

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

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

Here is a general outline on how it works:

The customer identifies their requirements.

- Federal Supply Schedule Contractors may individually meet the customers needs, or
- Federal Supply Schedule Contractors may individually submit a Schedules "Team Solution" to meet the customer's requirement.
- Customers make a best value selection.

11. GSA Advantage!

GSA Advantage! 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.

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

12. Invoices:

The Contractor, upon completion of the work ordered, shall submit invoices for Unmanned Aircraft services. The ordering office on individual orders if appropriate may authorize progress payments. Progress payments shall be based upon completion of defined milestones or interim products. Invoices shall be submitted monthly for recurring services performed during the preceding month.

13. Payments:

For firm-fixed price orders the Government 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 (Alternate I (APR 1984)) at FAR 52.232-7 apply to time-and-materials orders placed under this contract. For labor-hour orders, the Payment under Time-and-Materials and Labor-Hour Contracts (FEB 1997) (Alternate II (JAN 1986)) at FAR 52.232-7 applies to labor-hour orders placed under this contract.