

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>.

Schedule for – Professional Engineering Services (PES)

Federal Supply Group: 871

Class: R425

Contract Number: GS-10F-0258T

Contract Period: May 29, 2007 through May 28, 2017

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

Contractor: Holmes-Tucker International, Inc.
21789 N Coral Drive 1B
Lexington Park, MD 20653

Business Size: Small, Veteran Owned Business

Telephone: (301)866-1701

Fax Number: (301)866-1774

Web Site: www.htii.com

E-mail: dhammond@htii.com

Contract Administrator: Dorothy C Hammond

CUSTOMER INFORMATION:

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

- 1a. 871-1 (EE), 871-2 (EE), 871-4 (EE) and 871-6 (EE)
 - 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 geographical 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.
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, country, and state or foreign country): Same as company address
6. Discount from list prices or statement of net price: Government net prices (discounts already deducted).
List at the end of this pricelist.
7. Quantity discounts: PES customers are given an additional discount of ½% for labor hour orders at or above 5,500 hours
8. Prompt payment terms: Net 30 days
- 9a. Notification that Government purchase cards are accepted at or below the micro-purchase threshold:
Yes
- 9b. Notification whether Government purchase cards are accepted or not accepted above the micro-purchase threshold: will not accept over \$2,500.00
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 pricelist.” 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 Point (s): Destination
- 13a. Ordering Address (es): Same as company address
- 13b. Ordering procedures: For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPA’s), and a sample BPA can be found at the GSA/FSS Schedule homepage (www.fss.gsa.gov/schedules).
14. Payment address (es): 21789 N Coral Drive, 1B, Lexington Park, MD 20653
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 list and any discounts from list prices (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. Special attributes such as 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 web-site or other location.) The EIT standards can be found at: www.Sections508.gov/.
25. Data Universal Numbering System (DUNS) number: 60-3490038
26. Notification regarding registration in Central Contractor Registration (CCR) database: Registered

Contractor will accept LH and FFP

Government Awarded Prices (Net Prices)

SIN Number 871-1 (EE), 871-2 (EE), 871-4 (EE), & 871-6 (EE)

| LABOR CATEGORY NAME | UNIT | HOURLY |
|----------------------------|-------------|---------------|
| Sr. Acquisition Specialist | Hrly | \$164.96 |
| Acquisition Specialist | Hrly | \$116.03 |
| Jr. Acquisition Specialist | Hrly | \$95.41 |
| Sr. Systems Analyst | Hrly | \$128.31 |
| Systems Analyst | Hrly | \$124.16 |
| Jr. Systems Analyst | Hrly | \$68.92 |
| Sr. Systems Engineer | Hrly | \$152.06 |
| Lead Systems Engineer | Hrly | \$91.45 |
| Sr. Program Manager | Hrly | \$156.96 |
| Program Manager | Hrly | \$134.75 |
| Sr. System Specialist | Hrly | \$89.88 |
| System Specialist | Hrly | \$81.12 |
| Analyst | Hrly | \$75.18 |
| Software Engineer | Hrly | \$128.51 |
| Jr. Software Engineer | Hrly | \$96.12 |
| Subject Matter Expert I | Hrly | \$175.73 |

Prices include an Industrial Funding Fee (IFF) of .75%

Labor Qualifications

All degree requirements may be substituted on a 2 years of experience for 1 year of education basis.

Senior Acquisition Specialist/Acquisition Specialist/Jr Acquisition Specialist

Duties: Individuals must be capable of evaluation, selection, and substantial adaptation and modification of standard acquisition techniques, procedures, and criteria. Must have the ability to identify problems and recommend solutions by devising new approaches to problems encountered. These specialists plan the management of acquisition strategy and evaluate program and mission requirements. He/she will establish detailed objectives which are analyzed against the demonstration contractor's information delivered to the integrated digital environment (IDE). He/she is responsible for generating gap and deficiency analyses for the program manager and functional elements within the program office, as well as outside organizations. He/she will implement acquisition and test objectives by preparing and reviewing program documents such as detailed system specifications, development and production schedules, engineering change proposals, design studies, and test reports. He/she uses the IDE and program office requirements and risk management tools to analyze and report program status and health. He/she will present options and support approved alternatives at program reviews, conferences, and other functions, providing higher level management with status and decision information.

Education/Experience Qualifications:

- **Senior Acquisition Specialist** – Bachelors Degree or equivalent and minimum of 15 years of related experience.
 - **Acquisition Specialist** - Bachelors Degree or equivalent and minimum of 10 years of related experience.
 - **Junior Acquisition Specialist** – Associates Degree or equivalent and minimum of 6 years of related experience.
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Senior Systems Analyst/Systems Analyst/Junior Systems Analyst

Duties: Individuals will guide the program in analyzing system requirements of considerable complexity, assist in the planning and coordinating of component and supporting system acquisition. He/she will review and specify interoperability, maintainability and life cycle sustainability requirements against established standards, and assess performance against these standards. He/she will provide advice regarding program and configuration alternatives and overall program impacts/implications of such alternatives. He/she will assist in the analysis of demonstration contractor and other program proposals, identify omissions and errors in requirements, and conduct

feasibility studies related to system integration of this program within the fleet. He/she will prepare or assist in the preparation of functional specifications for supporting equipment and/or systems required for this program.

Education/Experience Qualifications:

- **Senior Systems Analyst** - Bachelors Degree or equivalent and minimum of 15 years of related experience.
 - **Systems Analyst** – Bachelors Degree or equivalent and minimum of 8 years of related experience.
 - **Junior Systems Analyst** – Associates Degree or equivalent and minimum of 6 years of related experience.
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Senior Systems Engineer/Lead Systems Engineer

Duties: Under general direction, apply specialized knowledge in facilitating requirements development to conceptualize and design solutions. Develop an understanding of complex processes and differentiate between functional and system requirements and design specifications. Define scope, plans, and deliverables for assigned projects. Confirm and prioritize project plans and deliverables with the customer. Facilitate work groups engaged in collaborative requirements gathering and analysis. Interact with customers to gain an understanding of the business environment, technical context, and organizational strategic direction. Coordinate and collaborate with others in analyzing collected requirements to ensure plans and identify solutions that meet customer needs and expectations. Apply critical thinking skills to the requirements analysis process. Document the results of requirements analysis in accordance with prescribed standards. Prepare and assist in the preparation of use cases, and other requirements documents. Use (or learn) specified requirements software, to include DOORS, PVCS Tracker, and other appropriate tools to assist in requirements development and management. Lead others in requirements development and management tasks.

Education/Experience Qualifications:

- **Senior Systems Engineer** – Bachelors Degree or equivalent and minimum of 15 years of related experience.
 - **Lead Systems Engineer** – Bachelors Degree or equivalent and minimum of 6 years of experience.
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Senior Program Manager

Duties: Supervises program level of effort employees and Program Managers in all program support matters. Interfaces with customer and ensures that projects are tracking. Monitors progress and issues status reports. Assists program personnel with technical and management advice to assure quality products and services to the end user. Performs high level analysis of contracted program budget, expenditures and services to ensure compliance with contractual requirements. The Senior Program Manager will supervise many facets of an individual program.

Education/Experience Qualifications:

Bachelors Degree in a related field with a minimum of 12 years of related experience.

Program Manager

Duties: Supervises program level of effort employees in functional requirement matters. Monitors progress and issues status reports. Reports directly to the Senior Program Manager or Operational Director. Assists program personnel with technical and management advice to assure quality products and services to the end user. Performs high level analysis of contracted program budget, expenditures and services to ensure compliance with contractual requirements. Maintains day to day contact with customer and constantly seeks new efficiencies for program support.

Education/Experience Qualifications:

Bachelors Degree in a related field with a minimum of 8 years of related experience.

Senior System Specialist/System Specialist

Under engineering or analytical supervision, assist in the analysis and development of testing, data collection, requirements collaboration or other similar tools and processes within complex environments. Develop an understanding of program needs and capabilities in order to produce accurate reporting, data compilation, trace analysis and external linkages of data for senior level individuals. Provide assistance in training and coordination of efforts to program personnel.

Education/Experience Qualifications:

- **Senior System Specialist** – Bachelors Degree or equivalent with a minimum of 4 years of related experience.
 - **System Specialist** - High School Diploma with a minimum of 6 years of related experience.
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Analyst

Under direct supervision, provide administrative support to engineers, and specialists with meetings, scheduling, presentations, documentation and other requirements. Familiar with DoD requirements, scenarios, security requirements, and DoD environments to ensure quality products to DoD customers. Maintain program documentation in an easily accessible system to ensure ready retrieval by support personnel. Make travel arrangements, schedule meetings, provide assistance in collaboration meetings as required. Assess budget requirements as needed to ensure compliance with contractual obligations.

Education/Experience Qualifications:

- Associates Degree or equivalent with minimum of 4 years of related experience.
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Software Engineer/Junior Software Engineer

Performs routine programming assignments that require knowledge of established programming procedures and data processing requirements. Maintains and modifies routine programs. Makes approved changes by amending program flow charts, developing detailed processing logic, and coding changes. Tests and documents modifications and writes operator instructions. May write routine new programs using prescribed specifications; may confer with program engineers, analysts and specialists to clarify procedures, processing logic, etc. Evaluates interrelationships in the immediate programming area; confers with user representatives to gain an understanding of the situation sufficient to formulate the needed change; and implements the change upon approval of the supervisor or higher level staff.

Education/Experience Qualifications:

- **Software Engineer** – Bachelors Degree in a related field with a minimum of 7 years of related experience.
 - **Junior Software Engineer** – Bachelors Degree or equivalent with a minimum of 4 years of related experience.
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Subject Matter Expert

Duties: Performs high level support and analysis in niche subject matter relating to system engineering, requirements, requirements analysis, test information and evaluation systems, aircraft acquisition requirements or other specialized engineering area. Generally, no supervision is required and individual will directly report to the Program Manager or IPT lead. Individual has significant experience and achievements in several different subject areas.

Education/Experience Qualifications:

Masters Degree in a related field with a minimum of 20 years experience in the system engineering/requirements/test information arena within a DoD environment.