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# Authorized Federal Supply Schedule Pricelist PROFESSIONAL ENGINEERING SERVICES (PES)

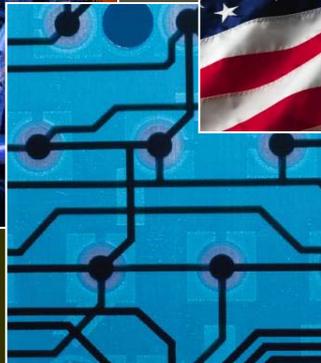
## SRA International, Inc.

Contract Number: GS-23F-0038L

Contract Period: October 28, 2000 – October 27, 2015

- FSC/PSC Code R425; Class 871, Special Item Number (SIN):
- 871-1(RC) Strategic Planning for Technology Programs
- 871-2(RC) Concept Development & Requirements Analysis
- 871-3(RC) System Design, Engineering and Integration
- 871-4(RC) Test and Evaluation
- 871-5(RC) Integrated Logistics Support
- 871-6(RC) Acquisition and Life Cycle Support

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 Fairfax, Virginia 22033-4232  
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 Fax: (703) 803-1509  
 e-mail: [schedules@sra.com](mailto:schedules@sra.com)  
 SRA Website: [www.sra.com](http://www.sra.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 GSA Advantage! ® is: [GSAAdvantage.gov](http://GSAAdvantage.gov). For more information on ordering from Federal Supply Schedules click on the FSS Schedules button at [fss.gsa.gov](http://fss.gsa.gov). Prices Shown Herein are Net (discount deducted).

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**CUSTOMER INFORMATION**

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

- 871-1 Strategic Planning for Technology Programs
- 871-2 Concept Development and Requirements Analysis
- 871-3 System Design, Engineering and Integration
- 871-4 Test and Evaluation
- 871-5 Integrated Logistics Support
- 871-6 Acquisition and Life Cycle Support

The following SINs are also incorporated to include Recovery Purchasing (for state and local governments to use GSA Schedules for disaster recovery):

- 871-1RC Strategic Planning for Technology Programs
- 871-2RC Concept Development and Requirements Analysis
- 871-3RC System Design, Engineering and Integration
- 871-4RC Test and Evaluation
- 871-5RC Integrated Logistics Support
- 871-6RC Acquisition and Life Cycle Support

\*See Sections 5 and 6 for SIN hourly rates and labor category descriptions.

**1b. Lowest Price Model Number and Lowest Unit Price.** Not applicable.

**1c. Hourly Rates, Commercial Job Title Descriptions, Experience, Functional Responsibility and Education.** See Section 5, Labor Category Rates and Section 6, Labor Category Qualifications.

**2. Maximum Order: The maximum task order value for this contract is \$1,000,000.** When task orders exceed \$1,000,000, agencies should seek additional discounts from the contractor.

**3. Minimum Order:** \$100.00

**4. Geographic Scope of Contract:** The geographic scope of this contract is worldwide.

**5. Point(s) of Production:**  
SRA International, Inc.  
4300 Fair Lakes Court  
Fairfax, Virginia 22033  
or as determined in each task order.

**6. Discount from List Price or Statement of Net Price:** Prices shown are NET Prices; Basic Discounts have been deducted.

**7. Quantity Discounts:** None

8. **Prompt Payment Terms:** 0% - 30 days from receipt of invoice or date of acceptance, whichever is later.
- 9a. **Notification that Government Purchase Cards are accepted at or below the micro purchase threshold:** SRA will accept the Government purchase card for payments equal to or less than the micro-purchase threshold of \$2,500 for task orders.
- 9b. **Notification whether Government Purchase Cards are accepted or are not accepted above the micro purchase threshold:** Government purchase cards **will** be acceptable for payment above the micro-purchase threshold.
10. **Foreign Items:** None.
- 11a. **Time of Delivery:** As specified in individual orders.
- 11b. **Expedited Delivery.** Items available for expedited delivery are noted in this price list.
- 11c. **Overnight and 2-Day Delivery.** SRA does not offer overnight and two (2) day delivery times for PES Services.
- 11d. **Urgency Requirements.** SRA will deliver PES services in accordance with a specified schedule mutually determined between the ordering agency and SRA.
12. **F.O.B. Points.** Destination
- 13a. **Contractor's Ordering Address:**  
SRA International, Inc.  
4300 Fair Lakes Court  
Fairfax, Virginia 22033  
Attn: Carla S. Jamison  
Email: schedules@sra.com  
Phone #: (703) 502-1232, FAX #: (703) 803-1509
- 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. **Contractor's Payment Address:**  
SRA International, Inc.  
Attn: Accounts Receivable  
P.O. Box 742213  
Atlanta, GA 30374-2213
15. **Warranty Provision.** As stipulated by Inspection and Acceptance requirements of individual orders
16. **Export Packing Charges, if applicable:** Not Applicable

17. **Terms and Conditions of Government Purchase Card Acceptance (any threshold above the micro-purchase level):** None
18. **Terms and Conditions of Rental, Maintenance, and Repair:** Not applicable.
19. **Terms and Conditions of Installation.** Not applicable.
20. **Terms and Conditions of Repair Parts Indicating Date of Parts Price Lists and any Discounts From list prices.** Not applicable.
- 20a. **Terms and Conditions for any other Services.** Not applicable
21. **List of Service and Distribution Points.** Not applicable.
22. **List of Participating Dealers.** Not applicable.
23. **Preventive Maintenance.** Not applicable.
- 24a. **Special Attributes such as environmental Attributes (e.g., recycled content, energy efficiency, and/or reduced pollutants).** Not applicable
- 24b. **Section 508.** Section 508 compliance is available on Electronics and Information Technology (EIT) supplies and services at <http://www.sra.com>. The EIT standards can be found at: [www.Section508.gov](http://www.Section508.gov).

Data Universal Number System (DUNS): 09-777-9698

Cage Code: 6R517

Tax Payer Identification Number (TIN): 54-1013306

Business Size: Large Business

SRA International, Inc.

Attn: Accounts Receivable

P.O. Box 742213

Atlanta, GA 30374-2213;

Parent: Sterling Parent, LLC; 45-2453394

25. **Notification Regarding Registration in System for Award Management (formerly Central Contractor Registration (CCR)):** SRA is registered in the System for Award Management (SAM) database.

## **1. CONTRACT OVERVIEW**

SRA International, Inc. has been awarded a GSA Federal Supply Schedule contract for Professional Engineering Services (PES), contract number GS-23F-0038L. The contract provides for task orders to be placed as Firm Fixed Price or Time and Materials 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 Professional Engineering Services, 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 professional engineering 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 an engineering project. When task orders are placed, they must identify the SIN or SINs under which the task is being executed. SRA has been awarded a contract by GSA to provide services under all six SINs, as defined below:

- 871-1, 871-1RC Strategic Planning for Technology Programs**
- 871-2, 871-2RC Concept Development and Requirements Analysis**
- 871-3, 871-3RC System Design, Engineering and Integration**
- 871-4, 871-4RC Test and Evaluation**
- 871-5, 871-5RC Integrated Logistics Support**
- 871-6, 871-6RC Acquisition and Life Cycle Support**

Task orders for outsourcing of engineering 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 for the Primary Engineering Disciplines (PEDs) under each of the SINs as referenced below.

SRA was awarded a contract to provide services for electrical and mechanical engineering under each of the six contract SINs. Task orders identified and defined under any of these PEDs, or related sub disciplines, may be awarded to the contractor.

A full description of each SIN definition and examples of the types of work covered by the SIN are provided below.

**871-1, 871-1RC STRATEGIC PLANNING FOR TECHNOLOGY PROGRAMS/ACTIVITIES)**

Services required under this SIN involve the definition and interpretation of high-level organizational engineering performance requirements such as projects, systems, missions, etc., and the objectives and approaches to their achievement. Typical associated tasks include, but are not limited to an analysis of mission, program goals and objectives, requirements analysis, organizational performance assessment, special studies and analysis, training, privatization and outsourcing.

**Example:** The evaluation and preliminary definition of new and/or improved performance goals for navigation satellites – such as launch procedures and costs, multi-user capability, useful service life, accuracy and resistance to natural and man made electronic interference.

Inappropriate use of this SIN is providing professional engineering services not specifically related to strategic planning for technology programs/activities and associated disciplines.

**871-2, 871-2RC CONCEPT DEVELOPMENT AND REQUIREMENTS ANALYSIS**

Services required under this SIN involve abstract or concept studies and analysis, requirements definition, preliminary planning, the evaluation of alternative technical approaches and associated costs for the development or enhancement of high level general performance specifications of a system, project, mission or activity. Typical associated tasks include, but are not limited to requirements analysis, cost/cost-performance trade-off analysis, feasibility analysis, regulatory compliance support, technology conceptual designs, training, privatization and outsourcing.

**Example:** The development and analysis of the total mission profile and life cycle of the improved satellite including examination of performance and cost tradeoffs. Inappropriate use of this SIN is providing professional engineering services not specifically related to concept development and requirements analysis and associated disciplines.

### **871-3, 871-3RC SYSTEM DESIGN, ENGINEERING AND INTEGRATION**

Services required under this SIN involve the translation of a system (or subsystem, program, project, activity) concept into a preliminary and detailed design (engineering plans and specifications), performing risk identification/analysis/mitigation, trace ability, and then integrating the various components to produce a working prototype or model of the system. Typical associated tasks include, but are not limited to computer-aided design, design studies and analysis, high level detailed specification preparation, configuration management and document control, fabrication, assembly and simulation, modeling, training, privatization and outsourcing.

**Example:** The navigation satellite concept produced in the preceding stage will be converted to a detailed engineering design package, performance will be computer simulated and a working model will be built for testing and design verification.

Inappropriate use of this SIN is providing professional engineering services not specifically related to concept development and requirements analysis and associated disciplines.

### **871-4, 871-4RC TEST AND EVALUATION**

Services required under this SIN involve the application of various techniques demonstrating that a prototype system (subsystem, program, project or activity) performs in accordance with the objectives outlined in the original design. Typical associated tasks include, but are not limited testing of a prototype and first article(s) testing, environmental testing, independent verification and validation, reverse engineering, simulation and modeling (to test the feasibility of a concept), system safety, quality assurance, physical testing of the product or system, training, privatization and outsourcing.

**Example:** The navigation satellite-working model will be subjected to a series of tests which may simulate and ultimately duplicate its operational environment.

Inappropriate use of this SIN is providing professional engineering services not specifically related to testing and evaluating and associated disciplines.

### **871-5, 871-5RC INTEGRATED LOGISTICS SUPPORT**

Services required under this SIN involves the analysis, planning and detailed design of all engineering specific logistics support including material goods, personnel, and operational maintenance and repair of systems throughout their life cycles. Typical associated tasks include, but are not limited to ergonomic/human performance analysis, feasibility analysis, logistics planning, requirements determination, policy standards/procedures development, long-term reliability and maintainability, training, privatization and outsourcing.

**Example:** The full range of life cycle logistics support for the navigation satellite will be identified and designed in this stage including training, operation and maintenance requirements, and replacement procedures.

Inappropriate use of this SIN is providing professional engineering services not specifically related to integrated logistics support and associated disciplines.

**871-6, 871-6RC ACQUISITION AND LIFE CYCLE MANAGEMENT**

Services required under this SIN involve the entire planning, budgetary, contract and systems/program management functions required to procure and/or produce, render operational and provide life cycle support (maintenance, repair, supplies, engineering specific logistics) to technology-based systems, activities, subsystems, projects, etc. Typical associated tasks include, but are not limited to operation and maintenance, program/project management, technology transfer/insertion, training, privatization and outsourcing.

**Example:** During this stage the actual manufacturing, launch, and performance monitoring of the navigation satellite will be assisted through project management, configuration management, reliability analysis, engineering retrofit improvements and similar functions.

Inappropriate use of this SIN is professional engineering services not specifically related to acquisition and life cycle management and associated disciplines.

**4. PRIMARY ENGINEERING DISCIPLINE (PED) DESCRIPTIONS**

This contract defines two PEDs which may be used under each of the contract SINs; electrical engineering and mechanical engineering.

**4.1 Electrical Engineering:**

Planning, design, development, evaluation and operation of electrical principles, models and processes. It includes, but is not limited to, the design, fabrication, measurement and operation of electrical devices, equipment and systems (e.g., signal processing; telecommunication; sensors, microwave, and image processing; micro-fabrication; energy systems and control; micro- and nano-electronics; plasma processing; laser and photonics; satellites, missiles and guidance systems, space vehicles, fiber optics, robotics, etc.).

Within the electrical engineering discipline, there are several specialties within the scope of this work; a partial listing follows:

- Aerospace and Electronic Systems
- Circuits and Systems
- Computer\*
- Dielectrics and Electrical Insulation
- Antennas and Propagation
- Communications
- Consumer Electronics
- Education
- Engineering Management
- Industrial Electronics
- Control Systems
- Electromagnetic Compatibility
- Engineering in Medicine and Biology
- Industry Applications

- |  |  |  |
|--|--|--|
| ➤ Geoscience & Remote Sensing                            | ➤ Intelligent Transportation Systems                 | ➤ Instrumentation and Measurement  |
| ➤ Information Theory                                     | ➤ Magnetics  | ➤ Microwave Theory and Techniques  |
| ➤ Lasers & Electro-Optics                                | ➤ Neural Networks Council                            | ➤ Oceanic Engineering  |
| ➤ Nuclear and Plasma Sciences                            | ➤ Power Engineering                                  | ➤ Professional Communication   |
| ➤ Power Electronics                                      | ➤ Robotics & Automation                              | ➤ Other Chemical Engineering Specialties not listed in the "Services not Included Paragraph" |
| ➤ Reliability  | ➤ Systems, Man, and Cybernetics                      |  |
| ➤ Solid-State Circuits                                   | ➤ Ultrasonics, Ferroelectrics, and Frequency Control |  |
| ➤ Vehicular Technology                                   | ➤ Broadcast Technology                               |  |
| ➤ Signal Processing on Social Implications of Technology | ➤ Components Packaging, and Manufacturing Technology |  |

#### **4.2 Mechanical Engineering:**

Planning, development, evaluation and control of systems and components involving the production and transfer of energy and with the conversion of one form of energy to another. It includes, but is not limited to, planning and evaluation of power plants, analysis of the economical combustion of fuels, conversion of heat energy into mechanical energy, use of mechanical energy to perform useful work, analysis of structures and motion in mechanical systems, and conversion of raw materials into a final product, etc. (e.g., thermodynamics, mechanics, fluid mechanics, jets, rocket engines, internal combustion engines, steam and gas turbines, continuum mechanics, dynamic systems, dynamics fluid mechanics, heat transfer, manufacturing, materials, solid mechanics, reactors, etc.).

- |                                       |  |  |
|---------------------------------------|--|--|
| ➤ ASME Heat Transfer/K16              | ➤ Fluids Power Systems and Technology Systems  | ➤ Aerospace Engineering                |
| ➤ Applied Mechanics                   | ➤ Information Storage and Processing Systems   | ➤ Design Engineering*                  |
| ➤ Dynamic Systems and Control         | ➤ Manufacturing Engineering*   | ➤ Environmental Engineering*           |
| ➤ Fluids Engineering                  | ➤ Management   | ➤ Fuels and Combustion Technologies    |
| ➤ Heat Transfer                       | ➤ Materials Handling Engineering*  | ➤ Internal Combustion Engine           |
| ➤ International Gas Turbine           | ➤ Non-Destructive Evaluation Engineering   | ➤ Microchannel flow and heat transfer  |
| ➤ Materials                           | ➤ Offshore Mechanics and Arctic Engineering  | ➤ Nuclear Engineering                  |
| ➤ Noise Control and Acoustics         | ➤ Rail Transportation  | ➤ Petroleum                            |
| ➤ Ocean Engineering                   | ➤ Power  | ➤ Pressure Vessels and Piping          |
| ➤ Plant Engineering and Maintenance   | ➤ Other Chemical Engineering Specialties not listed in the "Services not Included Paragraph" | ➤ Safety Engineering and Risk Analysis |
| ➤ Process Industries                  |  | ➤ Technology and Society               |
| ➤ Solar Energy                        |  | ➤ Solid Waste Processing               |
| ➤ Textile Engineering                 |  |  |
| ➤ Tribology                           |  |  |
| ➤ Advanced Energy Systems             |  |  |
| ➤ Bioengineering                      |  |  |
| ➤ Electrical and Electronic Packaging |  |  |

### **4.3 Services Not Included:**

The following services are not currently being solicited. However, GSA reserves the sole right to include these services under PES at a future time during the period of performance. If GSA exercises this right, it will refresh the solicitation and consider offers from all eligible sources.

**4.3.1 Construction and Architect-Engineering services** as set forth in FAR Part 36 (including construction, alteration or repair (including dredging, excavating and painting) of buildings, structures, or other real property). Offerors interested in providing these services may contact GSA's Public Buildings Service (PBS) for additional information.

**4.3.2 Computer Engineering and Information Technology.** Offerors interested in providing computer/software engineering and information technology services are directed to contact GSA's Group 70 Schedule for Information Technology.

**4.3.3 Environmental Advisory Services** as listed below are not currently being solicited:

Environmental Planning Services & Documentation (i.e., environmental impact statements; endangered species, wetlands, watersheds and other natural resource management plans, studies and consultations; archeological, historic and other cultural resources management plans, studies, and consultations; economic, technical, and risk analyses in support of environmental needs)

Environmental compliance services (i.e., environmental compliance audits; compliance management planning; pollution prevention surveys);

Environmental/occupational training services specific to environmental planning and environmental compliance as discussed above (i.e., conventional course development and presentation; customized courses to meet specific needs; computer-based interactive course development)

Waste management services (i.e., data collection, data development, analyses of comments, regulatory and economic analyses, feasibility analyses, hazard assessments, exposure assessments, and risk analyses). Examples include, but are not limited to development of waste characterization studies and recommendations for management strategy including identification of recycling options. Assessments might include studies relating to collection and transfer of waste, source reduction, and evaluation of energy/fuel options. Services could include data collection, data development, analyses of comments, regulatory and economic analyses, feasibility analyses, hazard assessments, exposure assessments and risk analyses.

Hazardous materials management advisory services (i.e., furnishing of Material Safety Data Sheets (MDS) by compact disc, on-line via Internet, mail or facsimile (FAX)); reporting and compliance software, hazardous materials tracking software and other related software/services.

Telephone advisory services (i.e., telephone assistance with hazardous material spills, poisons, MSDS, and other related services).

Offerors interested in providing environmental advisory services are directed to contact GSA's Group 899 Schedule.

**4.3.4 Foundations and Landscaping Engineering.** Offerors interested in providing foundations and landscaping engineering are directed to contact GSA's PBS for additional information.

**4.3.5 Heating, Ventilation and Air-Conditioning (HVAC)** related to buildings, structures, or other real property set forth for Construction and Architect-Engineering services governed by FAR Part 36. Offerors interested in providing these services are directed to contact GSA's PBS for additional information. Please note that HVAC related to the manufacture, production, furnishing, construction, alteration, repair, processing or assembling of vessels, aircraft, or other kinds of personal property IS included and solicited within the scope of PES.

**4.3.6 Research and Development** as set forth in FAR Part 35.

**4.3.7 Products/materials already solicited under other Federal Supply Service (FSS) Schedule** contracts (e.g., information technology, paper, chemicals, pharmaceuticals, laboratory instruments, etc.). However, PES contractors may team across FSS Schedules to provide a total solution to agency requirements.

#### **4.4 Description of Services Provided by SRA:**

Services available from SRA under this contract provide ordering activities with the ability to acquire a broad and flexible combination of labor skill sets for Strategic Planning, Concept Development and Requirement Analysis, Test & Evaluation, System Engineering, System Integration, and Life Cycle Support.

#### **PROGRAM MANAGEMENT/ANALYSIS**

- Program/Project Management
- Life Cycle Cost Estimate (LCCE) Development
- Acquisition Strategy Planning
- Statement of Work Development (SOW)
- Requirements Analysis
- Cost/Risk Analysis
- Life Cycle Sustainment Analysis
- Strategic Planning and Organizational Analysis

#### **SYSTEM ENGINEERING AREAS**

- Systems Engineering
- Preliminary and Critical Design Reviews
- Business Process Re-engineering
- Architecture Design

- HW/SW Development
- Prototype Design/Development
- Platform Design/Development
- Mechanical Design/Simulation

#### **INTEGRATION AND INSTALLATION**

- System Buildup
- Pre-Installation Site Surveys
- System Integration and Installation
- Operational Testing and System Verification

#### **TEST & EVALUATION AREAS**

- Independent Validation & Verification (IV&V)
- Test and Evaluation Master Plan (TEMP) Development
- Developmental Test & Evaluation/Operational Test & Evaluation (DT&E/OT&E)
- Prototype Assessments
- Functionality, Interoperability, Security, and Performance (FISP) Testing
- Interface Configuration Test (ICT)
- Environmental, Shock and Vibration

#### **LIFE CYCLE SUPPORT AREAS**

- Systems Administration
- Operations & Maintenance – Preventive and Corrective
- Engineering Change Proposals (ECP)
- Technical Assistance
- Configuration Management
- Training
- Integrated Logistics Support

**5. LABOR RATES**

**Authorized Professional Engineering Services Pricelist**  
(All rates include GSA IFF)

<b>Start</b>	<b>7/21/2011</b>	<b>10/28/2011</b>	<b>10/28/2012</b>	<b>10/28/2013</b>	<b>10/28/2014</b>
<b>End</b>	<b>10/27/2011</b>	<b>10/27/2012</b>	<b>10/27/2013</b>	<b>10/27/2014</b>	<b>10/27/2015</b>
<b>Labor Category - Contractor Site</b>	<b>Year 11</b>	<b>Year 12</b>	<b>Year 13</b>	<b>Year 14</b>	<b>Year 15</b>
Acquisition Manager I	\$70.59	\$72.85	\$75.18	\$77.59	\$80.07
Acquisition Manager II	\$93.26	\$96.24	\$99.32	\$102.50	\$105.78
Associate Engineer I	\$85.67	\$88.41	\$91.24	\$94.16	\$97.17
Associate Engineer II	\$79.48	\$82.02	\$84.64	\$87.35	\$90.15
Business/Financial Analyst	\$70.59	\$72.85	\$75.18	\$77.59	\$80.07
Configuration/Data Mgt Specialist	\$105.06	\$108.42	\$111.89	\$115.47	\$119.17
Engineer I	\$102.16	\$105.43	\$108.80	\$112.28	\$115.87
Engineer II	\$115.12	\$118.80	\$122.60	\$126.52	\$130.57
Engineer III	\$148.32	\$153.07	\$157.97	\$163.03	\$168.25
Analyst I	\$92.08	\$95.03	\$98.07	\$101.21	\$104.45
Analyst II	\$103.76	\$107.08	\$110.51	\$114.05	\$117.70
Analyst III	\$133.67	\$137.95	\$142.36	\$146.92	\$151.62
Logistician I	\$58.20	\$60.06	\$61.98	\$63.96	\$66.01
Logistician II	\$75.70	\$78.12	\$80.62	\$83.20	\$85.86
Logistician III	\$100.78	\$104.00	\$107.33	\$110.76	\$114.30
Principal Technical Expert	\$241.05	\$248.76	\$256.72	\$264.94	\$273.42
Program Analyst/Technical Writer	\$65.83	\$67.94	\$70.11	\$72.35	\$74.67
Project Manager I	\$147.69	\$152.42	\$157.30	\$162.33	\$167.52
Project Manager II	\$154.73	\$159.68	\$164.79	\$170.06	\$175.50
Security Specialist**	\$65.83	\$67.94	\$70.11	\$72.35	\$74.67
Senior Engineer I	\$155.59	\$160.57	\$165.71	\$171.01	\$176.48
Senior Engineer II	\$178.83	\$184.55	\$190.46	\$196.55	\$202.84
Senior Engineer III	\$183.11	\$188.97	\$195.02	\$201.26	\$207.70
Senior Analyst I	\$140.25	\$144.74	\$149.37	\$154.15	\$159.08
Senior Analyst II	\$161.18	\$166.34	\$171.66	\$177.15	\$182.82
Senior Analyst III	\$165.03	\$170.31	\$175.76	\$181.38	\$187.18
Senior Technical Expert	\$204.10	\$210.63	\$217.37	\$224.33	\$231.51
Technical Media Specialist I**	\$49.06	\$50.63	\$52.25	\$53.92	\$55.65
Technical Media Specialist II**	\$68.22	\$70.40	\$72.65	\$74.97	\$77.37
Technical/Admin Specialist I**	\$52.39	\$54.07	\$55.80	\$57.59	\$59.43
Technical/Admin Specialist II**	\$112.25	\$115.84	\$119.55	\$123.38	\$127.33

<b>Start</b>	<b>7/21/2011</b>	<b>10/28/2011</b>	<b>10/28/2012</b>	<b>10/28/2013</b>	<b>10/28/2014</b>
<b>End</b>	<b>10/27/2011</b>	<b>10/27/2012</b>	<b>10/27/2013</b>	<b>10/27/2014</b>	<b>10/27/2015</b>
<b>Labor Category - Government Site</b>	<b>Year 11</b>	<b>Year 12</b>	<b>Year 13</b>	<b>Year 14</b>	<b>Year 15</b>
Acquisition Manager I	\$61.34	\$63.30	\$65.33	\$67.42	\$69.58
Acquisition Manager II	\$81.05	\$83.64	\$86.32	\$89.08	\$91.93
Associate Engineer I	\$74.44	\$76.82	\$79.28	\$81.82	\$84.44
Associate Engineer II	\$69.07	\$71.28	\$73.56	\$75.91	\$78.34
Business/Financial Analyst	\$61.34	\$63.30	\$65.33	\$67.42	\$69.58
Configuration/Data Mgt Specialist	\$91.30	\$94.22	\$97.24	\$100.35	\$103.56
Engineer I	\$80.01	\$82.57	\$85.21	\$87.94	\$90.75
Engineer II	\$90.17	\$93.06	\$96.04	\$99.11	\$102.28
Engineer III	\$116.17	\$119.89	\$123.73	\$127.69	\$131.78
Analyst I	\$80.01	\$82.57	\$85.21	\$87.94	\$90.75
Analyst II	\$90.17	\$93.06	\$96.04	\$99.11	\$102.28
Analyst III	\$116.17	\$119.89	\$123.73	\$127.69	\$131.78
Logistician I	\$50.56	\$52.18	\$53.85	\$55.57	\$57.35
Logistician II	\$65.78	\$67.88	\$70.05	\$72.29	\$74.60
Logistician III	\$87.57	\$90.37	\$93.26	\$96.24	\$99.32
Principal Technical Expert	\$188.80	\$194.84	\$201.07	\$207.50	\$214.14
Program Analyst/Technical Writer	\$57.21	\$59.04	\$60.93	\$62.88	\$64.89
Project Manager I	\$128.34	\$132.45	\$136.69	\$141.06	\$145.57
Project Manager II	\$134.46	\$138.76	\$143.20	\$147.78	\$152.51
Security Specialist**	\$57.21	\$59.04	\$60.93	\$62.88	\$64.89
Senior Engineer I	\$121.87	\$125.77	\$129.79	\$133.94	\$138.23
Senior Engineer II	\$140.07	\$144.55	\$149.18	\$153.95	\$158.88
Senior Engineer III	\$143.42	\$148.01	\$152.75	\$157.64	\$162.68
Senior Analyst I	\$121.87	\$125.77	\$129.79	\$133.94	\$138.23
Senior Analyst II	\$140.07	\$144.55	\$149.18	\$153.95	\$158.88
Senior Analyst III	\$143.42	\$148.01	\$152.75	\$157.64	\$162.68
Senior Technical Expert	\$159.86	\$164.98	\$170.26	\$175.71	\$181.33
Technical Media Specialist I**	\$42.62	\$43.98	\$45.39	\$46.84	\$48.34
Technical Media Specialist II**	\$59.28	\$61.18	\$63.14	\$65.16	\$67.25
Technical/Admin Specialist I**	\$45.54	\$47.00	\$48.50	\$50.05	\$51.65
Technical/Admin Specialist II**	\$97.55	\$100.67	\$103.89	\$107.21	\$110.64

The Service Contract Act (SCA) is applicable to this contract and it includes SCA applicable labor categories. The prices for the indicated (\*\*) SCA labor categories are based on the U.S. Department of Labor Wage Determination Number(s) identified in the SCA matrix. The prices offered are based on the preponderance of where work is performed and should the contractor perform in an area with lower SCA rates, resulting in lower fully-burdened price rates being charged, the task order prices will be discounted accordingly.

<b>SCA Matrix</b>		
<b>SCA Eligible Contract Labor Category</b>	<b>SCA Equivalent Code - Title</b>	<b>WD Number</b>
Security Specialist	01113 – General Clerk III	05-2103
Technical Media Specialist I	13041 – Illustrator I	05-2103
Technical Media Specialist II	13042 – Illustrator II	05-2103
Technical/Admin Specialist I	01111 – General Clerk I	05-2103
Technical/Admin Specialist II	01112 – General Clerk II	05-2103

## **6. LABOR CATEGORY QUALIFICATIONS**

The following are SRA labor categories and associated qualifications for engineering services for SINs 871-1/871-1RC; 871-2/871-2RC; 871-3/871-3RC; 871-4/871-4RC; 871-5/871-5RC and 871-6/871-6RC under this contract.

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: GED or Vocational degree is equivalent to a high school diploma; high school diploma plus two years of relevant experience is considered equivalent to an associates degree; high school diploma plus four years of relevant experience or associate’s degree plus two 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 Ph.D. is considered equivalent to a bachelor’s degree plus five years of relevant experience or a master’s degree plus two years of relevant experience. Academic degrees applicable to positions 1-9, 16-19, and 21-23, and 27-31, must be in engineering, math, physical sciences, or other relevant technical field of study.

### **No. 001**

#### **Commercial Job Title: Acquisition Manager I**

Minimum/General Experience: Four (4) or more years of general experience in acquisition management.

Functional Responsibility: Supports the planning and management of acquisition strategy for assigned projects and evaluates program and mission requirements to establish detailed objectives and integrates these activities with other program and functional elements. Implements plans by preparing and reviewing program documents such as detailed acquisition plans, development and production schedules, engineering change proposals, designs studies,

etc. Identifies problem areas for further study and evaluation and provides superiors with status and decision information on assigned program(s).

Minimum Education: Bachelor's degree or equivalent.

**No. 002**

**Commercial Job Title: Acquisition Manager II**

Minimum/General Experience: Seven (7) or more years of general experience in acquisition management.

Functional Responsibility: Knowledgeable of acquisition management principles and practices and capable of evaluation, selection, and substantial adaptation and modification of standard techniques, procedures, and criteria. Capable of identifying problems and recommending solutions and able to devise new approaches to problems encountered. Plans the management of acquisition strategy and mission requirements to establish detailed objectives and integrates these activities with other program and functional elements. Oversees the implementation of acquisition plans and directs activities of subordinate acquisition personnel.

Minimum Education: Bachelor's degree or equivalent.

**No. 003**

**Commercial Job Title: Associate Engineer I**

Minimum/General Experience: One (1) or more years of experience in a relevant functional area or training sufficient to enable the successful accomplishment of assigned engineering tasking.

Functional Responsibility: Performs engineering and/or analysis activities such as system planning, analysis, design, modification, conversion, implementation, and support under the direction of higher-grade personnel.

Minimum Education: Associate's degree or appropriate skills and/or training.

**No. 004**

**Commercial Job Title: Associate Engineer II**

Minimum/General Experience: One (1) or more years of experience in a relevant functional area or training sufficient to enable the successful accomplishment of assigned engineering tasking.

Functional Responsibility: Performs engineering and/or analysis activities such as system planning, analysis, design, modification, conversion, implementation, and support under the direction of higher-grade personnel.

Minimum Education: Associate's degree or equivalent.

**No. 005**

**Commercial Job Title: Business/Financial Analyst**

Minimum/General Experience: Five (5) or more years relevant experience.

Functional Responsibility: Prepares funding documentation, analyzes and interprets financial performance data and prepares reports of status and findings. Performs program budget monitoring and analysis of cost and schedule status issues.

Minimum Education: Bachelor's degree or equivalent.

**No. 006**

**Commercial Job Title: Configuration/Data Management Specialist**

Minimum/General Experience: Five (5) or more years of general experience in configuration/data management.

Functional Responsibility: Requires knowledge of DoD data management practices and policies and pertinent FARs and DoD ADP system configuration management and data management policies and procedures, with emphasis on C4I integration management and open architecture concepts. Must be knowledgeable of Government regulations, manuals, technical orders, standards, and industry publications related to configuration/data management.

Minimum Education: Bachelor's degree or equivalent.

**No. 007**

**Commercial Job Title: Engineer I**

Minimum/General Experience: One (1) or more years of relevant experience applying the fundamental practices, concepts, and procedures of various engineering, development or analysis activities.

Functional Responsibility: Performs activities such as system planning, analysis, design, modification, conversion, implementation, and support.

Minimum Education: Bachelor's degree or equivalent.

**No. 008**

**Commercial Job Title: Engineer II**

Minimum/General Experience: Three (3) or more years of relevant experience applying the fundamental practices, concepts, and procedures of various engineering, development or analysis activities.

Functional Responsibility: Performs complex activities such as system planning, analysis, design, modification, conversion, implementation, and support.

Minimum Education: Bachelor's degree or equivalent.

**No. 009**

**Commercial Job Title: Engineer III**

Minimum/General Experience: Five (5) or more years of relevant experience applying the fundamental practices, concepts, and procedures of various engineering development or analysis activities.

Functional Responsibility: Performs highly complex activities such as system planning, analysis, design, modification, conversion, implementation, support, and project management.

Minimum Education: Bachelor's degree or equivalent.

**No. 010**

**Commercial Job Title: Analyst I**

Minimum/General Experience: One (1) or more years of relevant experience applying fundamental analysis practices, concepts, and procedures to the examination of a specific area to determine if the facts/process supports the desired outcome/circumstances..

Functional Responsibility: Performs analysis activities such as: review of requirements, system/process plan; traceability of requirements to system capabilities; review of cost, test and actual results; and desired outcome/deliverables, liaison between developers and the stakeholders.

Minimum Education: Bachelor's degree or equivalent.

**No. 011**

**Commercial Job Title: Analyst II**

Minimum/General Experience: Three (3) or more years of relevant experience applying basic analysis practices, concepts, and procedures to the examination of a specific area to determine if the facts/process supports the desired outcome/circumstances.

Functional Responsibility: Performs analysis activities such as: system/process plan; traceability of requirements to system capabilities; review of cost, test and actual results; and desired outcome/deliverables, liaison between developers and the stakeholders.

Minimum Education: Bachelor's degree or equivalent.

**No. 012**

**Commercial Job Title: Analyst III**

Minimum/General Experience: Five (5) or more years of relevant experience applying analysis practices, concepts, and procedures to the examination of a specific area to determine if the facts/process supports the desired outcome/circumstances.

Functional Responsibility: Performs analysis activities such as: review of requirements, system/process plan; traceability of requirements to system capabilities; review of cost, test and

actual results; and desired outcomes/deliverables, liaison between developers and the stakeholders.

Minimum Education: Bachelor's degree or equivalent.

**No. 013**

**Commercial Job Title: Logistician I**

Minimum/General Experience: Four (4) or more years of relevant logistics support experience.

Functional Responsibility: Requires knowledge of applicable Government regulations, manuals, technical orders, standards, and industry publications related to logistics support operations.

Minimum Education: Bachelor's degree or equivalent.

**No. 014**

**Commercial Job Title: Logistician II**

Minimum/General Experience: Eight (8) or more years of relevant logistics support experience.

Functional Responsibility: Must be knowledgeable of practices and principles necessary to access advanced systems concepts, assess specifications and perform system integration and perform detailed and complex calculations. Requires knowledge of applicable Government regulations, manuals, technical orders, standards, and industry publications related to logistics support operations.

Minimum Education: Bachelor's degree or equivalent

**No. 015**

**Commercial Job Title: Logistician III**

Minimum/General Experience: Ten (10) or more years of relevant logistics support experience including management or project level management experience in major systems.

Functional Responsibility: Must be knowledgeable of the program material acquisition life cycle process to include factors such as program cycle data/documentation requirements, acquisition processes, systems integration, fiscal matters, development processes, design, test and evaluation, readiness, production, operational deployment, maintenance, reliability and maintainability, concurrent engineering, operating and cost performance, acquisition streamlining, TQM, and other related processes.

Minimum Education: Bachelor's degree or equivalent.

**No. 016**

**Commercial Job Title: Principal Technical Expert**

Minimum/General Experience: Twelve (12) or more years of general experience including at least eight (8) years of specialized experience in the required area of expertise.

**Functional Responsibility:** Individuals in this category possess specialized technical knowledge and skills and superior leadership skills required to solve the most demanding and complex technical issues. These individuals are experts in the technology being addressed and demonstrate creativity and innovation in developing and applying advanced techniques and solutions.

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

**No. 017**

**Commercial Job Title: Program Analyst/Technical Writer**

**Minimum/General Experience:** Four (4) or more years relevant experience.

**Functional Responsibility:** Performs analysis or writing or editing services in relation to the subject matter involved. Requires an understanding of the technical field(s) involved and an awareness of the relationships of the analysis/writing/editing project to the overall technical program. Requires knowledge of applicable specialized vocabulary and the ability to acquire additional information about the field and/or related fields. Must be able to perform detailed analyses of technical information and/or edit, interpret, and compose technical documentation.

**Minimum Education:** Bachelor's degree or equivalent.

**No. 018**

**Commercial Job Title: Project Manager I**

**Minimum/General Experience:** Seven (7) or more years of general experience including at least three (3) years of relevant specialized experience.

**Functional Responsibility:** Responsible for overall 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 or equivalent.

**No. 019**

**Commercial Job Title: Project Manager II**

**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 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 or equivalent.

**No. 020**

**Commercial Job Title: Security Specialist**

Minimum/General Experience: Five (5) or more years experience in security administration.

Functional Responsibility: Provides security services to support program requirements and ensure compliance with government regulations. Requires knowledge of protection and handling procedures associated with classified information to include Top Secret and Special Access and experience in industrial security operations and procedures as they apply to contractors, DoD, and other government intelligence organizations.

Minimum Education: High school diploma or equivalent.

**No. 021**

**Commercial Job Title: Senior Engineer I**

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 activities in the design, integration, and analysis of complex systems using different technologies. Progressive experience in planning, scheduling, conducting and/or coordinating detailed phases of projects.

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

**No. 022**

**Commercial Job Title: Senior Engineer II**

Minimum/General Experience: Eight (8) or more years of general experience including at least four (4) years of specialized experience in the required area of expertise.

Functional Responsibility: Performs highly advanced engineering activities in the design, integration and analysis of complex systems using different technologies. Progressive experience in planning, scheduling, conducting and/or coordinating detailed phases of projects.

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

**No. 023**

**Commercial Job Title: Senior Engineer III**

Minimum/General Experience: Ten (10) or more years of general experience including at least five (5) years of specialized experience in the required area of expertise.

Functional Responsibility: Individuals in this position are high-level engineering specialists and managers able to perform and manage significant engineering or technical projects. They possess

superior leadership skills, a high degree of knowledge in the required engineering and technical disciplines, and substantial management experience directing successful engineering efforts.

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

**No. 024**

**Commercial Job Title: Senior Analyst I**

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 analysis on tasks requiring specialized knowledge or skills for a variety of applications and/or tools. Applies advanced analysis practices, concepts, and procedures. Plans and conducts work requiring judgment in the evaluation, selection, and adaptation and/or modification of methodologies and tools.

Minimum Education: Bachelor's degree or equivalent.

**No. 025**

**Commercial Job Title: Senior Analyst II**

Minimum/General Experience: Eight (8) or more years of general experience including at least four (4) years of specialized experience in the required area of expertise.

Functional Responsibility: Performs highly advanced analysis on tasks requiring specialized knowledge or skills for a variety of applications and/or tools. Applies advanced analysis practices, concepts, and procedures. Plans and conducts work requiring judgment in the evaluation, selection, and adaptation and/or modification of methodologies and tools.

Minimum Education: Bachelor's degree or equivalent.

**No. 026**

**Commercial Job Title: Senior Analyst III**

Minimum/General Experience: Ten (10) or more years of general experience including at least five (5) years of specialized experience in the required area of expertise.

Functional Responsibility: Individuals in this position are high-level specialists and managers able to perform and manage significant projects. They possess superior leadership skills, a high degree of knowledge in the required disciplines, and substantial management experience directing successful efforts.

Minimum Education: Bachelor's degree or equivalent.

**No. 027**

**Commercial Job Title: Senior Technical Expert**

Minimum/General Experience: Ten (10) or more years of general experience including at least six (6) years of specialized experience in the required area of expertise.

Functional Responsibility: Individuals in this category possess specialized technical knowledge and skills and superior leadership skills required to solve the most demanding and complex technical issues. These individuals are experts in the technology being addressed and demonstrate creativity and innovation in developing and applying advanced techniques and solutions.

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

**No. 028**

**Commercial Job Title: Technical Media Specialist I**

Minimum/General Experience: Three (3) or more years relevant experience.

Functional Responsibility: Creates illustrations and designs using traditional and computer-based methodology. Solves challenging problems associated with depicting visual displays of data and information. Creates animation, Internet art, presentation material, and electronic publications.

Minimum Education: High school diploma or equivalent.

**No. 029**

**Commercial Job Title: Technical Media Specialist II**

Minimum/General Experience: Six (6) or more years relevant experience.

Functional Responsibility: Creates illustrations and designs using traditional and computer-based methodology. Solves challenging problems associated with depicting visual displays of data and information. Creates animation, Internet art, presentation material, and electronic publications.

Minimum Education: High school diploma or equivalent.

**No. 030**

**Commercial Job Title: Technical/Admin Specialist I**

Minimum/General Experience: One (1) or more years of experience in a relevant functional area or training sufficient to enable the successful accomplishment of assigned tasks.

Functional Responsibility: Performs technical and/or administrative project support activities through the application of specialized knowledge or skills. Activities include report/correspondence preparation, document/deliverable tracking, meeting and travel

coordination, filing and document organization, scheduling, and related support services to all members of the engineering team.

Minimum Education: High School Diploma or equivalent.

**No. 031**

**Commercial Job Title: Technical/Admin Specialist II**

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

Functional Responsibility: Performs technical and/or administrative project support activities through the application of specialized knowledge or skills. Activities include report/correspondence preparation, document/deliverable tracking, meeting and travel coordination, filing and document organization, scheduling, and related support services to all members of the engineering team.

Minimum Education: High school diploma or equivalent.

**7. ORDERING PROCEDURES**

When ordering professional engineering services ordering offices shall –

**7.1 Prepare a Request for Quotes:**

**7.1.1** 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.

**7.1.2** 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.

**7.1.3** 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.

**7.1.4** 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.

## **7.2 Transmit the Request for Quote to Contractors:**

**7.2.1** 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).

**7.2.2** 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.

## **7.3 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.

## **8. 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.

### **8.1 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.

### **8.2 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 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.

### **8.3 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.

## **9. SMALL BUSINESS**

The ordering office should give preference to small business concerns when two or more contractors can provide the services at the same firm-fixed price or ceiling price.

## **10. 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.

## **11. 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.

## **12. 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.

### **12.1 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 of 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 customer’s 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.

## **13. GSA ADVANTAGE!**

*GSA Advantage!* is an online, interactive electronic information and ordering system that provides 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. The Internet address is <http://www.gsaadvantage.gov>.

## **14. INVOICES**

The Contractor, upon completion of the work ordered, shall submit invoices for Professional Engineering 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.

## **15. PAYMENTS**

The Government shall pay the Contractor, upon submission of proper invoices or vouchers, the prices stipulated in this contract for service rendered and accepted in accordance with GSAM 552.232-74, Invoice Payments (SEP 1999).