



GENERAL DYNAMICS
Information Technology



**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 are available through GSA *ADVANTAGE!*[™], a menu-driven database system.

The INTERNET address for GSA *ADVANTAGE!*[™] is: <http://www.GSAAdvantage.gov>.

Schedule 520 – Financial and Business Solutions

FSC Group 520, FSC Class(es): S206

Contract No: GS-23F-0039T

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

Contract Period: March 27, 2007 – March 26, 2012

Price List Effective: February 15, 2011
Through Modification PA-0003

**General Dynamics Information Technology, Inc.
3211 Jermantown Road
Fairfax, VA 22030**

Technical: 703-995-5361
Contracts: 703-995-6724
FAX: 703-995-6733

Website: <http://www.gdit.com>
Business Size: Large

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CUSTOMER INFORMATION

1a. Awarded Special Item Numbers (SIN):

SIN 520- 11	Accounting	Page 6
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1b. Pricing:

Labor Category rates proposed in support of SINs 520-11 and 520-12. Specific Contractor and Government Site rates are provided.

See Appendix 2 for General Dynamics Information Technology, Inc. (GDIT) Labor Rates.

1c. Hourly Rates: See Appendix 1 for GDIT Labor Category Descriptions.

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

3. Minimum Order: \$100.00

4. Geographic Coverage: Domestic and Overseas Delivery

5. Points of Production: Fairfax, VA

6. Discount from List Prices or Statement of Net Price: Prices shown are net prices, inclusive of the GSA IFF.

7. Quantity Discounts: N/A

It is GDIT's practice to review each task order for factors that may allow us to propose discounted labor rates.

8. Prompt Payment Terms: Payment terms are Net 30 calendar days.

9. a. Government Purchase Cards Below the Micro-purchase Threshold: GDIT will accept Government Purchase Cards for task orders placed that are below the micro-purchase threshold.

b. Government Purchase Cards Above the Micro-purchase Threshold: GDIT will accept

Government Purchase Cards for task orders placed that are above the micro-purchase threshold.

10. Foreign Items: N/A

11 a. Time of Delivery: As negotiated in each task order.

b. Expedited Delivery: The items available for expedited delivery are noted in this price list:

For all SINs – negotiated on a task order basis.

c. Overnight and 2-day Delivery. Same as Expedited Delivery above.

d. Urgent Requirements. When the Federal Supply Schedule contract delivery period does not meet the bona fide urgent delivery requirements of an ordering agency, agencies are encouraged, if time permits, to contact the Contractor for the purpose of obtaining accelerated delivery. The Contractor shall reply to the inquiry within 3 workdays after receipt. (Telephonic replies shall be confirmed by the Contractor in writing.) If the Contractor offers an accelerated delivery time acceptable to the ordering agency, any order(s) placed pursuant to the agreed upon accelerated delivery time frame shall be delivered within this shorter delivery time and in accordance with all other terms and conditions of the contract.

12. F.O.B. Point(s): FOB Destination

13. a. Ordering Address(es):

For mailed orders, the postal mailing address where paper form orders should be mailed is as follows:

General Dynamics Information Technology, Inc.
3211 Jermantown Road
Fairfax, VA 22030
Attention: Janet Skahill

Contract Administration:

Janet L. Skahill
Voice: (703) 995-6724
Fax: (703) 995-6733
Email: janet.skahill@gdit.com

Contact for Technical/Ordering Assistance or for placing orders via facsimile or email:

Skip Derick
Voice: (703) 995-5361
Fax: (703) 995-6767
Email: skip.derick@gdit.com

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

14. Payment Address:

Payment Via Check/U.S. Mail:

General Dynamics Information Technology, Inc.
PNC Bank, N.A.
P. O. Box 643014
Pittsburgh, PA 15264-3014

15. Warranty Provision:

a. The Contractor warrants and implies that the items delivered hereunder are merchantable and fit for use for the particular purpose described in this contract.

b. Limitation of Liability. Except as otherwise provided by an express or implied warranty, the Contractor will not be liable to the Government for consequential damages resulting from any defect or deficiencies in accepted items.

16. Statement Concerning Availability of Export Packing:

Not applicable

17. Terms and Conditions of Government Purchase Card Acceptance:

None.

18. Terms and Conditions of Rental, Maintenance, and Repair:

N/A

19. Terms and Conditions of Installation:

N/A

20. Terms and Conditions of Repair Parts:

N/A

20a. Terms and Conditions for Any Other Services:

1. *OCONUS Efforts:* GDIT's proposed rates are for CONUS efforts only. For OCONUS efforts GDIT will increase the labor rates by the applicable U.S. State Department published differentials. Other related international expenses required to support employees outside the continental United States may be charged as ODCs (including but not limited to, special space costs, taxes, Defense Base Act (DBA) Workers' Compensation insurance, travel accident insurance, and possible telecommunications costs) in our task order proposals.

2. *Travel:* Any travel required by an ordering agency in the performance of FABS services under this contract will be reimbursed by the ordering agency. Contractor travel will be in accordance with the Federal Travel Regulations or Joint Travel Regulations, as applicable. Established federal government per diem rates will apply to contractor travel, plus applicable G&A expenses.

3. *Delivery Orders with option years:* Task orders with option years may be placed against this GSA Schedule.

21. Service and Distribution Points: N/A

22. List of Participating Dealers: N/A

23. Preventive Maintenance: N/A

24. a. Environmental Attributes: N/A

24. b. Section 508 Compliance: If applicable, Section 508 compliance information on the supplies and services in this contract are available in Electronic and Information Technology (EIT) at GDIT's homepage: www.gdit.com. The EIT standard can be found at: www.Section508.gov.

25. Data Universal Number System (DUNS) Number:

06-764-1597

26. Central Contractor Registration (CCR) Database:

GDIT Corporation has registered with the Central Contractor Registration (CCR) Database.

INFORMATION FOR ORDERING OFFICES

- 1. Type of Contractor - Large Business**
- 2. Contractor's Taxpayer Identification Number (TIN):**
54-1194322
- 3. CAGE Code:** 07MU1
- 4. DUNS Number:** 06-764-1597
- 5. Inspection/Acceptance**

The Contractor shall only tender for acceptance those items that conform to the requirements of this contract. The Government reserves the right to inspect or test any supplies or services that have been tendered for acceptance. The Government may require repair or replacement of nonconforming supplies or reperformance of nonconforming services at no increase in contract price. The Government must exercise its postacceptance rights (1) within a reasonable time after the defect was discovered or should have been discovered; and (2) before any substantial change occurs in the condition of the item, unless the change is due to the defect in the item.

6. Liability for Injury or Damage

GDIT shall not be liable for any injury to Government or any third party personnel or damage to Government or any third party property arising from the use of services rendered by GDIT unless such injury is due to gross negligence of GDIT.

7. Special Provisions for Task Orders

Agencies may incorporate provisions in their task orders 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.

8. Security Requirements

In the event security requirements are necessary, the ordering activities may incorporate, in their delivery orders, a security clause in accordance with current laws, regulations, and individual agency policy; however, the burden of administering the

security requirements shall be with the ordering agency.

9. Incidental Support Costs

GDIT's price proposals for Task Orders issued pursuant to the FABS Schedule shall include an applicable current DCAA Approved Provisional material handling or G&A rate applied to all Other Direct Costs (ODCs) (inclusive of all travel-related costs and Open Market Items/incidental items) proposed. GDIT certifies that this G&A to be proposed on ODCs is not included in the hourly labor rates. In accordance with FAR Part 31 and its Disclosure Statement and standard accounting practices, GDIT is allowed to and required to incur applicable indirect burdens on ODCs (inclusive of all travel-related costs). Please note that ODCs are non-Schedule items.

GENERAL DYNAMICS INFORMATION TECHNOLOGY, INC. (GDIT) COMPANY OVERVIEW

As a trusted systems integrator for more than 50 years, General Dynamics Information Technology provides information technology (IT), systems engineering, professional services and simulation and training to customers in the defense, intelligence, homeland security, federal civilian government and commercial sectors.

With approximately 17,000 professionals worldwide, the company manages large-scale, mission-critical IT programs delivering IT services and enterprise solutions.

General Dynamics Information Technology is one of four business units of the General Dynamics Information Systems and Technology business segment. Headquartered in Fairfax, Va., General Dynamics Information Technology has major offices worldwide.

General Dynamics Overview

General Dynamics, headquartered in Falls Church, Virginia, employs approximately 92,000 people worldwide. The company is a market leader in business aviation; land and expeditionary combat systems, armaments and munitions; shipbuilding and marine systems; and information systems and technologies.

Professional and Technical Services

Flexible, life-cycle support for unique mission requirements

From the desktop to the enterprise to mission operations worldwide, General Dynamics Information Technology provides a comprehensive range of professional and technical services to meet critical planning, staffing, management, technology and operational needs.

The same experience and expertise that drive the strength of our IT offerings also fuel the industry-leading strengths of our professional and technical services. Unsurpassed mission understanding and knowledge of customer requirements assure that our services deliver the support you need for your real-world requirements.

Capabilities

- Acquisition
- Enterprise-wide Asset Management
- Environmental management
- Financial management
- Foreign Military Sales
- Information technology (IT) and network support
- Logistics
- Medical services
- Platform and systems modernization and maintenance
- Program management
- Safety
- Strategy and planning
- Training solutions
- Systems engineering
 - Configuration management
 - Laboratory support
 - Materials engineering
 - Platform design and architecture analysis
 - Reliability and maintainability
 - Subject matter expert (SME) engineering specialties, laboratory support, configuration management
 - Test and evaluation

Projects and Programs

- Consolidated Asset Management Solutions (CAMS)
- Defense Cash Accountability System (DCAS)
- Global Combat Support System (GCSS)
- Epidemiological research for the U.S. Army and the Centers for Disease Control and Prevention
- F-22A Integrated Information Systems
- Medical Communications for Combat Casualty Care (MC4)
- Missile Defense Agency
- U.S. Air Force Logistics Center
- U.S. Force Sensor Technology
- U.S. Air Force Technology Management
- U.S. Navy Military Sealift Command
- U.S. Navy Space and Naval Warfare Systems Center San Diego (research, development and test and evaluation services, including all aspects of C4I systems engineering for submarine communications support)
- U.S. Public Health Service's epidemiological studies

Special Items Numbers (SINs)

As a selected vendor under this schedule, GDIT provides services in the following Special Item Numbers (SINs):

- SIN 520-11 Accounting
- SIN 520-12 Budgeting

SIN 520-11 • Accounting

General Dynamics Information Technology, Inc. (GDIT) will provide accounting services. This may include but is not limited to the following:

- Analyze, process, and summarize transactions
- Assist in devising new or revised accounting policies and procedures
- Classify accounting transactions
- Perform special studies to improve accounting operations
- Resolve accounting issues
- Resolve and/or implement audit findings
- Assess or enhance accounting internal controls
- Improve operating efficiency and effectiveness

SIN 520-12 • Budgeting

General Dynamics Information Technology, Inc. (GDIT) will provide budgeting services. This may include but is not limited to the following:

- Assess and improve the budget formulation process
- Assess and improve the budget execution process
- Conduct special reviews of budget formulation or execution issues
- Review budgetary controls
- Assist with implementation of corrective actions

Appendix 1

LABOR CATEGORY DESCRIPTIONS/QUALIFICATIONS

Labor Categories	Education	Years Experience
Sr. Program Manager	BA/BS	12
Program Manager	BA/BS	10
Project Manager/Task Leader	BA/BS	7
Sr. Program Management Specialist	BA/BS	6
Program Management Specialist	BA/BS	3
Jr. Program Management Specialist	BA/BS	*
Project Financial Control	BA/BS	6
Sr .Financial Analyst / Accountant	BA/BS	9
Financial Analyst / Accountant	BA/BS	5
Jr. Financial Analyst / Accountant	BA/BS	1
Sr. Business Subject Matter Specialist	BA/BS	10
Inter. Business Subject Matter Specialist	BA/BS	6
Business Subject Matter Specialist	BA/BS	4
Business Case Analysis Specialist	MBA	5
Sr Principal Functional Analyst/Specialist	MA/MS	10
Principal Functional Analyst/Specialist	MA/MS	8
Sr. Functional Analyst/Specialist	BA/BS	7
Functional Analyst/Specialist	BA/BS	5
Jr. Functional Analyst/Specialist	BA/BS	1
Principal Admin/Data Analyst	AA/AS	5
Admin/Data Analyst	*	2

* See Labor Category Descriptions for Specialist Training and Minimum Requirements

Sr. Program Manager

Minimum/General Experience: Must have more than twelve years' experience, of which at least five years must be supervisory experience. Must have the ability to manage and ensure the successful completion of multiple technical tasks in assigned program(s). Must have the ability to recruit, hire, manage, supervise, train, schedule, coordinate, and evaluate staff as assigned.

Functional Responsibility: Responsible for managing very complex and/or high risk programs, and shall not serve in any other capability. Directs daily staff and task activities to meet client and corporate work objectives. Supervises assigned technical and administrative staff, including subordinate managers. Assures quality of task products, services, and deliverables, including participating in reviews, audits, and site visits. Serves as a liaison with clients to coordinate activities, negotiate tasks, and solve problems. Responsible for coordinating and monitoring subcontractor activities.

Program Manager

Minimum/General Experience: Must have at least ten years' experience, of which at least six years must be specialized. Specialized experience includes: complete project development from inception to deployment, demonstrated ability to provide guidance and direction for tasks similar to the sample tasks provided in task order statements of work, proven expertise in the management and control of funds and resources, demonstrated capability in managing multi-task contracts of this type and complexity.

Functional Responsibility: Serves as the contractor's contract manager, and shall be the contractor's authorized interface with the Government Contracting Officer (CO), the Contracting Officer's Representative (COR), government management personnel and customer agency representatives. Responsible for formulating and enforcing work standards, assigning contractor schedules, reviewing work discrepancies, supervising contractor personnel and communicating policies, purposes, and goals of the organization to subordinates. Shall be responsible for the overall contract performance and shall not serve in any other capacity. Ability to manage and ensure the successful completion of multiple tasks in assigned program(s).

Project Manager/Task Leader

Minimum/General Experience: Must have seven years of general experience including five years of specialized experience of which two years were direct supervisory experience.

Functional Responsibility: Monitors each task, and keeps the Program Manager abreast of all problems and accomplishments. Manages the day-to-day task efforts; anticipates problems, and works to mitigate the anticipated problems. Can complete tasks within estimated time frames and budget constraints. Schedules and assigns duties to subordinates. Interacts with government management personnel. Reports in writing and orally to contractor management and government representatives, including the government contracting officer.

Sr. Program Management Specialist

Minimum/General Experience: Requires at least six years' related administrative experience. Also requires demonstrated effective organizational skills and knowledge of word processing, spreadsheet, and/or other pertinent software applications.

Functional Responsibility: Responsible for management, performance and completion of significant projects associated with a contract program; collects and evaluates data for monitoring development and life-cycle requirements of various programs and systems; creates program cost estimates to support program cost/schedule/technique audits or to generate budget submissions; manages and coordinates projects of considerable scope and magnitude; manages program staff; oversees the development of design concepts and test criteria; prepares management plans, budgets and schedules; uses and develops CPM and PERT evaluation techniques; uses computer programs and models to track program data; maintains contact with customer to ensure conformance to customer requirements.

Program Management Specialist

Minimum/General Experience: Requires at least three years' related administrative experience. Also requires demonstrated effective organizational skills and knowledge of word processing, spreadsheet, and/or other pertinent software applications.

Functional Responsibility: Responsible for management, performance and completion of projects associated with a contract program; collects and evaluates data for monitoring development and life-cycle requirements of various programs and systems; creates program cost estimates to support program cost/schedule/technique audits or to generate budget submissions; manages program staff; prepares management plans, budgets and schedules; uses and develops CPM and PERT evaluation techniques; uses computer programs and models to track program data; maintains contact with customer to ensure conformance to customer requirements.

Jr. Program Management Specialist*

Minimum/General Experience: Requires no experience or up to four years' related administrative experience. Demonstrated administrative and organizational skills. Also requires knowledge of word processing, spreadsheet, and/or other pertinent software applications.

Functional Responsibility: Provides program analytical support for the day-to-day operations as well as long range appraisal and decision processes; acquires, maintains, retrieves and analyzes technical and financial program data using various database programs; interprets, integrates and disseminates large volumes of technical data; assists in generating, processing and monitoring program requirements for activities and documents; coordinates and schedules meetings for management; assists with the preparation of monthly status reports of task accomplishments, financial data, and staffing reports.

Project Financial Control

Minimum/General Experience: Must have at least six years' experience, of which at least four years must be specialized. Specialized experience may include strategic and business planning, operational plans and control, program pricing, surveillance and evaluation, or performance measurement systems. General experience includes increasing responsibilities of a technical and/or fiscal nature.

Functional Responsibility: Responsible for tracking and reporting to program management all key financial information including budgets, performance to these budgets, and estimates to complete. Additional responsibilities may include support in

developing program and performance measurements, criteria for these measurements, accountability matrices, and performance system implementation guidelines. Defines and continuously refines key indicators, results, and measurements to manage the business processes to achieve desired program and/or project results.

Sr. Financial Analyst / Accountant

Minimum/General Experience: Bachelor's degree and nine years of relevant experience or an equivalent combination of education and experience.

Functional Responsibility: Responsible for the direct supervision of the financial staff engaged in various financial functions such as budgeting, auditing, forecasting, and analysis. Is the primary liaison between the company and various Government agencies during audits, ensuring understanding of financial data, methodology, and applicability under appropriate government regulations. Performs highly complex accounting tasks in general or specialized accounting functions, such as Accounts Payable, Accounts Receivable, Cost Accounting, or General Ledger; prepares, analyzes, reviews, and reconciles vouchers, journal entries, accounting classifications, and various other complex accounting/financial statements, records, and reports; establishes and maintains accurate, detailed financial records; analyzes financial reports and records, and makes recommendations relative to the accounting of reserves, assets, and expenditures; develops and/or modifies accounting systems, methods, procedures, and controls; provides work leadership to Accounting Associates and less experienced Accountants; may have supervisory responsibilities; coordinates accounting matters with other departments, locations, and business units; maintains current knowledge of relevant accounting regulations, policies, and procedures; participates in special projects as required. Conducts financial studies to review project cost against budgeted funds, evaluates controls on labor, overhead, and general and administrative expenditures, identifies trends and develops measures to ensure budgets are not exceeded. Performs costing for projects, creates forecasting models and analyzes financial data. Maintains program budgets using cost and scheduling tools including the development of budgets based on cost drivers and keeps track of cost records and comparison of standard costs vs. actual costs. Creates and maintains statistical data.

Financial Analyst / Accountant

Minimum/General Experience: Bachelor's degree and five years of relevant experience or an equivalent combination of education and experience.

Functional Responsibility: Conducts assigned financial studies, analyzes various costing schedules and performs costing for assigned project(s). Assists in developing forecasting models. Analyzes financial data, prepares monthly reports that provide feedback for customers and management. Maintains program budgets for assigned project(s) using cost and scheduling tools. Creates and maintains statistical data for assigned project(s). Performs a wide range of administrative and analytical tasks in the formulation, presentation, administration and management of budgets; provides budgetary and financial advice and assistance to clients and contract personnel and managers in the development of budget requirements, requests and related supporting documentation. Provides written and instructional guidance used to support the planning and estimating of funding needs for staffing, travel, office supplies, equipment purchases, and related issues; compiles narrative, statistical and graphical material and related background information and options concerning budgetary issues. Monitors the execution of a client's or contract's operation budget and prepares up-to-date narrative and statistical reports regarding the status of programs. Recommends adjustments, such as redistribution of funds within budget accounts in response to changes in programs, staffing levels, and 'or funds availability. Analyzes the impact of new legislation on budget planning and submits reports for consideration. Drafts written and instructional guidance for consideration and approval of managers concerning the format for the submission of annual estimates and/or task estimates of funding needs.

Jr. Financial Analyst / Accountant

Minimum/General Experience: Bachelor's degree and one year of relevant experience or an equivalent combination of education and experience.

Functional Responsibility: Plans, develops and analyzes various costing schedules for assigned project. Maintains program budgets using cost and scheduling tools for assigned project. Creates and maintains statistical data for assigned project(s). Conducts financial studies and analyzes as assigned. Performs basic accounting tasks in

general or specialized accounting functions, such as Accounts Payable, Accounts Receivable, Cost Accounting, or General Ledger; works under direct supervision; assists more experienced accountants in a variety of accounting assignments including the preparation, analysis, review, verification, and reconciliation of vouchers, journal entries, accounting classifications, and other accounting/financial statements, records, and reports; establishes and maintains accurate, detailed financial records; coordinates accounting matters with other departments, locations, and business units; maintains current knowledge of relevant accounting regulations, policies, and procedures; participates in special projects as required.

Sr. Business Subject Matter Specialist

Minimum/General Experience: Bachelor's degree from an accredited college or university which provides substantial knowledge useful in managing large, complex financial and accounting projects. Ten years of intensive and progressive experience in the individual's field of study and specialization.

Functional Responsibility: Provides technical knowledge and analysis of highly specialized applications and operational environments, high-level functional systems analysis, design, integration, documentation and implementation advice on exceptionally complex problems which require extensive knowledge of the subject matter for effective implementation. Applies principles, methods and knowledge of the functional area of expertise to specific task order requirements, advanced business, management and administrative principles and methods to exceptionally difficult budgeting and accounting problems in Government program and administrative applications. Develops and prepares technical reports and related documentation, makes charts and graphs to record results. Prepares and delivers presentations and briefings as required by the task order.

Intermediate Business Subject Matter Specialist

Minimum/General Experience: Bachelor's degree from an accredited college or university which provides substantial knowledge useful in managing large, complex financial and accounting projects. Six years of intensive and progressive experience in the individual's field of study and specialization.

Functional Responsibility: Provides technical knowledge and analysis of highly specialized applications and operational environments, mid-level

functional systems analysis, design, integration, documentation and implementation advice on exceptionally complex problems which require extensive knowledge of the subject matter for effective implementation. Applies principles, methods and knowledge of the functional area of expertise to specific task order requirements. Applies advanced business, management and administrative principles and methods to difficult financial and accounting problems in Government program and administrative applications. Develops and prepares technical reports and related documentation, makes charts and graphs to record results. Prepares and delivers presentations and briefings as required by the task order. Technical support includes technical advice on security requirements for highly specialized applications, technical report preparation or other services as required by the task order.

Business Subject Matter Specialist

Minimum/General Experience: Bachelor's degree from an accredited college or university which provides substantial knowledge useful in managing large, complex financial and accounting projects. Four years of intensive and progressive experience in the individual's field of study and specialization.

Functional Responsibility: Provides technical knowledge and analysis of specialized applications and operational environments, functional systems analysis, design, integration, documentation and implementation advice on exceptionally complex problems which require extensive knowledge of the subject matter for effective implementation. Applies principles, methods and knowledge of the functional area of expertise to specific task order requirements. Applies business, management and administrative principles and methods to technical financial and accounting problems in Government program and administrative applications. Develops and prepares technical reports and related documentation, makes charts and graphs to record results. Prepares and delivers presentations and briefings as required by the task order.

Business Case Analysis Specialist

Minimum/General Experience: MBA and five years experience in accounting and investment analysis, in-depth understanding of Government accounting methodologies, generally accepted accounting practices, and investment analyses including opportunity costs, time value of money, etc.

Functional Responsibility: Identifies costs for existing financial and accounting systems and establishes a "retain or replace" business case. Identifies life cycle costs for proposed financial and accounting systems (development, operations, and maintenance). Identifies cost savings/cost avoidance associated with retirement of old system or improved performance of new system. Briefs senior Government executives on the analyses.

Sr. Principal Functional Analyst/Specialist

Minimum/General Experience: Requires at least ten years experience, of which at least six years must be specialized. Specialized experience includes developing functional requirements for complex integrated systems. Requires advanced technical knowledge of the principles, methods, techniques, work processes, and applicable regulations in assigned subject-matter area(s).

Functional Responsibility: Analyzes user needs and performs research and functional analysis on a variety of projects at a highly technical level; may have supervisory responsibility; serves as technical advisor to clients in assigned subject areas; recommends functional changes, and identifies areas for further investigation; conducts assessments and cost analysis; develops business models; generates recommendations in the form of technical briefings, reports, and other major documents provided to senior level client personnel; serves as primary client liaison and coordinates with sub-contractors, government personnel, and technical experts; serves as technical team or task lead.

Principal Functional Analyst/Specialist

Minimum/General Experience: Requires at least eight years experience, of which at least six years must be specialized. Specialized experience includes developing functional requirements for complex integrated systems. Requires advanced technical knowledge of the principles, methods, techniques, work processes, and applicable regulations in assigned subject-matter area(s).

Functional Responsibility: Analyzes user needs and performs research and functional analysis on a variety of projects at a highly technical level; may have supervisory responsibility; serves as technical advisor to clients in assigned subject areas; recommends functional changes, and identifies areas for further investigation; conducts assessments and cost analysis; develops business

models; generates recommendations in the form of technical briefings, reports, and other major documents provided to senior level client personnel; may serve as a technical team or task lead.

Sr. Functional Analyst/Specialist

Minimum/General Experience: Requires a minimum of seven years experience, of which at least six years must be specialized. Specialized experience includes: developing functional requirements for complex integrated systems. Must demonstrate the ability to work independently or under only general direction.

Functional Responsibility: Analyze user needs to determine functional requirements. Performs functional allocation to identify required tasks and their interrelationships. Identifies resources required for each task. Provides daily supervision and direction to support staff.

Functional Analyst/Specialist

Minimum/General Experience: Requires a minimum of five years experience, of which at least three years must be specialized. Specialized experience includes: developing functional requirements for complex integrated systems. Must demonstrate the ability to work independently or under only general direction.

Functional Responsibility: Analyzes user needs to determine functional requirements. Performs functional allocation to identify required tasks and their interrelationships. Identifies resources required for each task.

Jr. Functional Analyst/Specialist

Minimum/General Experience: Requires at least one year directly related experience in a specific functional area.

Functional Responsibility: Analyzes user needs and performs research and functional analysis on a variety of projects; works under direct supervision; does related work as required.

Principal Admin/Data Analyst

Minimum/General Experience: Requires at least five years related experience. Also requires knowledge

of general administrative and organizational skills and use of associated office equipment.

Functional Responsibility: Assigns and reviews the work of lower level employees; provides training and guidance to lower level employees; reviews, follows up and resolves errors during processing cycle; responsible for integrity of database information; investigates questionable data and takes corrective action when necessary; generates complex reports and analyzes database information based on users' requirements and direct requests.

Admin/Data Analyst*

Minimum/General Experience: Requires at least two years related experience. Also requires knowledge of general administrative and organizational skills and use of associated office equipment.

Functional Responsibility: Responsible for input and verification of data; reviews source documents for accuracy of input data; reviews, follows up and resolves errors during processing cycle; may be responsible for integrity of certain database information; investigates questionable data and takes corrective action when necessary; maintains files; generates reports and may analyze specific database information.

Education/Experience Substitution Table		
Degree	Degree and Experience Substitution	Related Experience Substitution
Associate's	2 Years	2 Years
Bachelor's	Associate's + 2 Years	4 Years
Master's	Bachelor's + 2 Years	6 Years
Doctorate	Master's + 2 Years	8 Years

*See Labor Category Descriptions for Specialist Training and Minimum Requirements

Appendix 2

General Dynamics Information Technology, Inc. Labor Rates

FABS LABOR CATEGORIES	Base Year 1 3/27/07 - 3/26/08	Base Year 2 3/27/08 - 3/26/09	Base Year 3 3/27/09 - 3/26/10	Base Year 4 3/27/10 - 3/26/11	Base Year 5 3/27/11 - 3/26/12
Sr. Program Manager	\$ 171.87	\$ 177.03	\$ 182.34	\$ 187.81	\$ 193.44
Program Manager	\$ 142.76	\$ 147.04	\$ 151.45	\$ 155.99	\$ 160.67
Project Manager/Task Leader	\$ 117.14	\$ 120.65	\$ 124.27	\$ 128.00	\$ 131.84
Sr. Program Management Specialist	\$ 73.54	\$ 75.75	\$ 78.02	\$ 80.36	\$ 82.77
Program Management Specialist	\$ 63.29	\$ 65.19	\$ 67.15	\$ 69.16	\$ 71.23
Jr. Program Management Specialist	\$ 55.98	\$ 57.66	\$ 59.39	\$ 61.17	\$ 63.01
Project Financial Control	\$ 87.39	\$ 90.01	\$ 92.71	\$ 95.49	\$ 98.35
Sr. Financial Analyst / Accountant	\$ 110.98	\$ 114.31	\$ 117.74	\$ 121.27	\$ 124.91
Financial Analyst / Accountant	\$ 61.73	\$ 63.58	\$ 65.49	\$ 67.45	\$ 69.47
Jr. Financial Analyst / Accountant	\$ 44.62	\$ 45.96	\$ 47.34	\$ 48.76	\$ 50.22
Sr. Business Subject Matter Specialist	\$ 112.20	\$ 115.57	\$ 119.04	\$ 122.61	\$ 126.29
Inter. Business Subject Matter Specialist	\$ 91.17	\$ 93.91	\$ 96.73	\$ 99.63	\$ 102.62
Business Subject Matter Specialist	\$ 59.81	\$ 61.60	\$ 63.45	\$ 65.35	\$ 67.31
Business Case Analysis Specialist	\$ 106.93	\$ 110.14	\$ 113.44	\$ 116.84	\$ 120.35
Sr Principal Functional Analyst/Specialist	\$ 120.71	\$ 124.33	\$ 128.06	\$ 131.90	\$ 135.86
Principal Functional Analyst/Specialist	\$ 106.59	\$ 109.79	\$ 113.08	\$ 116.47	\$ 119.96
Sr. Functional Analyst/Specialist	\$ 93.95	\$ 96.77	\$ 99.67	\$ 102.66	\$ 105.74
Functional Analyst/Specialist	\$ 71.98	\$ 74.14	\$ 76.36	\$ 78.65	\$ 81.01
Jr. Functional Analyst/Specialist	\$ 63.29	\$ 65.19	\$ 67.15	\$ 69.16	\$ 71.23
Principal Admin/Data Analyst	\$ 51.75	\$ 53.30	\$ 54.90	\$ 56.55	\$ 58.25
Admin/Data Analyst	\$ 39.46	\$ 40.64	\$ 41.86	\$ 43.12	\$ 44.41

OCONUS:

GDIT's rates are for CONUS efforts only. For OCONUS efforts GDIT will increase the labor rates by the applicable U. S. State Department published differentials. Other related international expenses required to support employees outside of the continental United States may be charged as ODCs (including but not limited to, special space costs, taxes, Defense Base Act (DBA) Workers' Compensation insurance, travel accident insurance, and possible telecommunication costs) in our task order proposals.

Appendix 3

BEST VALUE BLANKET PURCHASE AGREEMENT FEDERAL SUPPLY SCHEDULE

(Insert Customer Name)

In the spirit of the Federal Acquisition Streamlining Act (Ordering Activity) and General Dynamics Information Technology, Inc. (GDIT) enter into a cooperative agreement to further reduce the administrative costs of acquiring commercial items from the General Services Administration (GSA) Federal Supply Schedule Contract(s) GS-XXX-XXXX.

Federal Supply Schedule contract BPAs eliminate contracting and open market costs such as: search for sources; the development of technical documents, solicitations and the evaluation of offers. Teaming Arrangements are permitted with Federal Supply Schedule Contractors in accordance with Federal Acquisition Regulation (FAR) 9.6.

This BPA will further decrease costs, reduce paperwork, and save time by eliminating the need for repetitive, individual purchases from the schedule contract. The end result is to create a purchasing mechanism for the Ordering Activity that works better and costs less.

Signatures

Ordering Activity

DATE

CONTRACTOR

DATE

BPA NUMBER _____

**(CUSTOMER NAME)
BLANKET PURCHASE AGREEMENT**

Pursuant to GSA Federal Supply Schedule Contract Number(s) GS-XXX-XXXX, Blanket Purchase Agreements, General Dynamics Information Technology, Inc. (GDIT) agrees to the following terms of a Blanket Purchase Agreement (BPA) EXCLUSIVELY WITH (Ordering Agency):

(1) The following contract items can be ordered under this BPA. All orders placed against this BPA are subject to the terms and conditions of the contract, except as noted below:

MODEL NUMBER/PART NUMBER	*SPECIAL BPA DISCOUNT/PRICE
_____	_____
_____	_____

(2) Delivery:

DESTINATION	DELIVERY SCHEDULE/DATES
_____	_____
_____	_____

(3) The Government estimates, but does not guarantee, that the volume of purchases through this agreement will be _____.

(4) This BPA does not obligate any funds.

(5) This BPA expires on _____ or at the end of the contract period, whichever is earlier.

(6) The following office(s) is hereby authorized to place orders under this BPA:

OFFICE	POINT OF CONTACT
_____	_____
_____	_____

(7) Orders will be placed against this BPA via Electronic Data Interchange (EDI), FAX, or paper.

(8) Unless otherwise agreed to, all deliveries under this BPA must be accompanied by delivery tickets or sales slips that must contain the following information as a minimum:

- (a) Name of Contractor;
- (b) Contract Number;
- (c) BPA Number;
- (d) Model Number or National Stock Number (NSN);
- (e) Purchase Order Number;
- (f) Date of Purchase;

(g) Quantity, Unit Price, and Extension of Each Item (unit prices and extensions need not be shown when incompatible with the use of automated systems; provided, that the invoice is itemized to show the information); and

(h) Date of Shipment.

(9) The requirements of a proper invoice are specified in the Federal Supply Schedule contract. Invoices will be submitted to the address specified within the purchase order transmission issued against this BPA.

(10) The terms and conditions included in this BPA apply to all purchases made pursuant to it. In the event of an inconsistency between the provisions of this BPA and the Contractor's invoice, the provisions of this BPA will take precedence.

Appendix 4

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.

Appendix 5

USA Commitment to Promote Small Business Participation Procurement Programs

PREAMBLE

General Dynamics Information Technology, Inc. (GDIT) provides commercial products and services to ordering activities. We are committed to promoting participation of small, small disadvantaged women-owned, HUBZone, Veteran and Service-disabled small businesses in our contracts. We pledge to provide opportunities to the small business community through reselling opportunities, mentor-protégé programs, joint ventures, teaming arrangements, and subcontracting.

COMMITMENT

To actively seek and partner with small businesses.

To identify, qualify, mentor and develop small, small disadvantaged, women-owned, HUBZone, Veteran and Service-disabled small businesses by purchasing from these businesses whenever practical.

To develop and promote company policy initiatives that demonstrate our support for awarding contracts and subcontracts to small business concerns.

To undertake significant efforts to determine the potential of small, small disadvantaged, women-owned, HUBZone, Veteran and Service-disabled small businesses to supply products and services to our company.

To insure procurement opportunities are designed to permit the maximum possible participation of small, small disadvantaged, women-owned, HUBZone, Veteran and Service-disabled small businesses.

To attend business opportunity workshops, minority business enterprise seminars, trade fairs, procurement conferences, etc., to identify and increase small businesses with whom to partner.

To publicize in our marketing publications our interest in meeting small businesses that may be interested in subcontracting opportunities.

We signify our commitment to work in partnership with small, small disadvantaged, women-owned, HUBZone, Veteran and Service-disabled small businesses to promote and increase their participation in contracts. To accelerate potential opportunities please contact Bill Flannery, voice: 703-95-5156, fax: 703-995-6733, bill.flannery@gdit.com.