



Schedule
Contract GS-23F-0098K

PIES

Professional Engineering Services

Contract Number GS-23F-0098K

Federal Supply Service
Authorized Federal Supply
Schedule Price List

FSC Group 871

Period of Performance:
February 1, 2005 through January 31, 2010

Prices Shown Herein are Net (discount deducted)

Research Analysis and Maintenance, Inc.

9440 Viscount Blvd., Suite 200

El Paso, Texas 79925

Phone: (915) 592-7047 • Fax: (915) 595-0559

Woman-Owned Small Business
under NAICS 541710

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**PROFESSIONAL ENGINEERING SERVICES
FEDERAL SUPPLY SCHEDULE**

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1. Table of awarded special item numbers.

871-1	Strategic Planning for Technology Programs and Activities	The price list and labor categories apply to each SIN.
871-3	System Design, Engineering, and Integration	
871-4	Test and Evaluation	
871-6	Acquisition Life Cycle Management	

2. The maximum task order value of any order placed under this contract will be \$750,000, except for requirements exceeding the maximum order that will be placed in accordance with PES-I-FSS-125 as follows:

In accordance with FAR 8.404, before placing an order that exceeds the maximum order threshold, ordering offices shall:

(1) Based upon the initial evaluation, generally seek price reductions from the schedule contractor(s) appearing to provide the best value (considering price and other factors); and

(2) After price reductions have been sought, place the order with the schedule contractor that provides the best value and results in the lowest overall cost alternative (see FAR 8.404(a)). If further price reductions are not offered, an order may still be placed, if the ordering office determines that it is appropriate.

(a) Vendors may:

(1) Offer a new lower price for this requirement (the Price Reduction clause is not applicable to orders placed over the maximum order in PES-52.216-19, Order Limitations.

(2) Offer the lowest price available under the contract; or

(3) Decline the order (orders must be returned in accordance with PES-52.216-19).

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

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

3. The minimum task order dollar value accepted will be \$100.

4. RAM will perform task order services worldwide.

5. RAM intends to use facilities located at different addresses from the address indicated in this contract in the performance of task orders.

6. There is no discount from the list prices.

7. RAM offers no other discounts.
8. RAM does not offer a prompt payment discount.
- 9a. Government purchase cards are accepted below the micropurchase threshold.
- 9b. Government purchase cards are not accepted above the micropurchase level
10. Ordering address:
Richard L. Jones
9440 Viscount, Suite 200
El Paso, Texas 79925

Phone: (915) 592-7047
Facsimile: (915) 595-0559
E-mail: jonesr@ramincorp.com
11. Payment address:
Research Analysis and Maintenance, Inc.
ATTN: Accounts Payable
9440 Viscount, Suite 200
El Paso, Texas 79925

Phone: (915) 592-7047
Facsimile: (915) 595-0559
12. There are no applicable export packing charges.
13. There are no terms and conditions of Government purchase card acceptance above the micropurchase level.
14. Services and products provided on task order will be Year 2000 (Y2K) compliant.
15. Environmental attributes, e.g., recycled content, energy efficiency, and/or reduced pollutants, are utilized on each task.
16. RAM's Data Universal Number System (DUNS) number is 07-2653348.
17. RAM is registered in the Central Contractor Registration (CCR) database.

ORDERING PROCEDURES FOR SERVICES

Procedures for services priced on GSA schedules at hourly rates. FAR 8.402 contemplates that GSA may occasionally find it necessary to establish special ordering procedures for individual Federal Supply Schedules or for some Special Item Numbers (SIN) within a Schedule. GSA has established special ordering procedures for services that are priced on Schedule at hourly rates. These special ordering procedures take precedence over the procedures in FAR 8.404.

The GSA has determined that the rates for services contained in the contractor's price list applicable to this schedule are fair and reasonable. However, the ordering office using this contract is responsible for considering the level of effort and mix of labor proposed to perform specific task being ordered and for making a determination that the total firm-fixed price or ceiling price is fair and reasonable. When ordering services, ordering offices shall:

I. Prepare a Request for Quotes:

- A. 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.
- B. A request for quotes should be prepared which includes the performance-based statement of work and requests the contractors to 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 quote 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-materials orders.
- C. The request for quotes may request the contractors, if necessary or appropriate, to submit a project plan for performing the task and information on the contractor's experience and/or past performance performing similar tasks.
- D. 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.

II. Transmit the Request for Quotes to Contractors:

- A. Based upon an initial evaluation of catalogs and price lists, 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).
- B. The request for quotes should be provided to three (3) contractors if the proposed order is estimated to exceed the micro-purchase threshold, but not 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. Oral presentations should be considered, when possible.

III. 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.

The establishment of Federal Supply Schedule Blanket Purchase Agreements (BPA) 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.

- A. **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.
- B. **Multiple BPAs.** When the ordering office determines multiple BPAs are needed to meet its requirements, the ordering office should determine which contractors can meet any technical qualifications before establishing the BPAs. When multiple BPAs are established, the authorized users must follow the procedures in II.B above, and then place the order with the Schedule contractor that represents the best value and results in the lowest overall cost alternative to meet the agency's needs.

- IV. **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.
- V. 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.
- VI. When the ordering office's requirement involves both products as well as professional services, the ordering office should total the prices for the products and the firm-fixed price for the services and select the contractor that represents the greatest value in terms of meeting the agency's total needs.
- VII. 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' quotes 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.

Procedures For Fixed Prices on GSA Schedule: The ordering procedures set forth at FAR 8.404 should be used for those services based on fixed prices. The Contractor is advised that based on the specific task identified at the task order level, it may use Clause 552.238-76, Price Reduction, to provide a proposed fixed price to the agency to more accurately reflect the actual work required.

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.

GSA CONTRACTING OFFICER'S AUTHORITY

Except as authorized herein, the GSA Contracting Officer is the only person authorized to make changes in the requirements of any resulting contract. In the event the Contractor makes any changes to the contract at the direction of any person other than the GSA Contracting Officer, the change will be considered to have been made without authority and no adjustment will be made in the contract price to cover any increase in costs incurred as a result thereof.

The GSA Contracting Officer and the OACO are the only individuals who can legally commit or obligate the Government to the expenditure of public funds for the contract. No cost chargeable to the proposed contract can be incurred before award of the contract or specific authorization from the GSA Contracting Officer.

Research Analysis and Maintenance, Inc., At a Glance



- Woman-Owned Business
- NAICS 541710 (small business)
- NAICS 541330 (large business)
- Providing systems and software engineering and technical support services to the U.S. Government and private industry since 1982
- Fiscal Year 2003 revenues over \$31 million
- Ranked in *Women's Enterprise* Magazine's Top 50 Women-Owned Businesses in Texas

The two **Primary Engineering Disciplines** (PED) offered by RAM under the PES contract are Electrical Engineering and Mechanical Engineering.

Electrical Engineering

RAM provides experienced support of government and industry clients in: aerospace and electronic systems, communications, remote sensing, engineering management, information theory, lasers and electro-optics, instrumentation and measurement, reliability, solid state circuits, automation, and communications. RAM employees have demonstrated expertise in electrical engineering planning, design, development, and the evaluation and operation of electrical principles, models, and processes.

Mechanical Engineering

RAM employees also have substantive experience in aerospace design - assisting in the development and functional testing of the Tactical High Energy Laser (THEL) prototype; applied mechanics - conducting retrofit improvements on foreign military hardware for which there is no other logistics support; information storage and processing systems - collecting, analyzing, reducing and disseminating Cockpit Data Recorder information; management; evaluation; and safety engineering and risk analysis.

RAM's corporate staff provides management, supplies, services, equipment, facilities, and transportation in support of a wide range of professional engineering services.

Corporate Capabilities

- **Threat System Services**
Threat system research/analysis, threat combat materiel engineering and development, threat training, and test and training exercise support.
- **Test and Evaluation Services**
Developmental and operational test and evaluation support; development of tools, models, and simulations.
- **System/Software Services**
System/software engineering and requirements analysis, software application development and maintenance.
- **Information System Services**
Systems engineering and integration for command/control and management systems.
- **Training Services**
Training program and course design, development, and implementation.
- **Networking/Communications Services**
Network engineering, design, installation, and support for LAN, MAN, and WAN.
- **Flight Safety Services**
Research/analysis, hazard tracking system, integration/interface issues.

Definition of Professional Engineering Labor Categories

For those labor categories that require either a Bachelor's or Masters degree, experience and education may be substituted as follows:

A Master's degree may be substituted for two (2) years of general and specialized experience for those labor categories requiring a Bachelor's degree.

The labor category description provides the minimal degree required. Two years of experience may be substituted for each year of education. Examples:

- High School plus eight (8) years experience = Bachelor's Degree
 - Bachelor's Degree plus four (4) years experience = Master's Degree
-

Labor Category Descriptions

Senior Systems Engineers

Senior Systems Engineers must have a Bachelors of Science in Engineering, Math, or other relevant engineering discipline plus 10-15 years experience in the following systems engineering disciplines: requirements analysis; system architecture definition; system and software requirements definition and specification development; requirements management, traceability and flowdown; trade studies; interoperability engineering and interface definition; and configuration management.

Systems Engineer

Systems Engineers must have a Bachelors of Science in Engineering, Math, or other relevant engineering discipline plus 5-10 years experience in the following systems engineering disciplines: requirements analysis; system architecture definition; system and software requirements definition and specification development; requirements management, traceability and flowdown: trade studies; interoperability engineering and interface definition; and configuration management.

Program Manager

Program Managers must have a Bachelor's Degree from an accredited institution and a minimum of ten (10) years experience in program management. Must be familiar with management and business principles, estimating, reporting, contracting, cost control, scheduling, personnel and planning, direction of complex projects involving digital computers, telecommunications, printing and publications and visual information. Program Managers must also have a minimum of ten (10) years of progressively more difficult system experience as a manager of complex system development and integration efforts. Also, they must be capable of planning, directing, and coordinating the work activity of technical personnel involved in all aspects of this contact. This will include integration requirements determination, overall architectural design and planning, system specifications development, system design-analysis, testing, documentation, extension, and installation of switches and/or information systems. Program Managers must be capable of integrating problem correction into ongoing work without loss of work force efficiency. They also must be capable of establishing a quality assurance program to ensure services and products conform to applicable standards and are in accordance with government regulations.

Senior Engineer

Senior Engineers must have a Bachelor of Science degree in one of the major engineering disciplines from an accredited institution and a minimum of ten (10) years experience directly related to the applicable professional engineering discipline and/or engineering with a strong comprehension of systems safety engineering principles and life cycle material acquisition process.

Flight Data Engineer

Flight Data Engineers must have a Bachelor of Science degree in one of the major engineering disciplines from an accredited institution and a minimum of three (3) years experience in the analysis of flight data preferably in the area of accident investigation. They must also possess professional knowledge of mathematical principles, aerodynamic principles and analysis principles and methods in order to analyze flight accident data to assist in accident investigation. RAM Flight Data Engineers will also be familiar with military aeronautical standards and military aircraft performance requirements.

General/System Safety Engineer

General Engineers/System Safety Engineers must have a Bachelor of Science degree in one of the major engineering disciplines from an accredited institution and a minimum of three (3) years directly related to the applicable professional engineering discipline. Must possess professional knowledge of mathematical principles, physical and related scientific disciplines, and engineering design and analysis principles and methods. For safety-related tasking, they will possess experience in system safety engineering disciplines. General Engineers/System Safety Engineers should also be familiar with Department of Defense (DoD) and international safety standards.

Flight Data Analyst

Flight Data Analysts must have a minimum of three (3) years experience in work related to aviation accident investigation and the analysis of flight data. They will be familiar with military accident investigations and aviation systems, and have experience as a fixed-wing or rotary-wing pilot.

Project Leader

Project Leaders must have a Bachelor's Degree from an accredited institution and a minimum of five (5) years experience in top level managerial or administrative direction of engineering services projects involving analysis, design, integration, or testing. They must also have proven skills to determine technical feasibility, implementation costs, operation costs, and functional adequacy of assigned systems or projects. Project Leaders must be capable of leading projects that involve the successful management of teams composed of telecommunications data processing and other information management professionals who have been involved in analysis, design, integrating, testing, documenting, converting, extending, and implementing Automated Information Systems. Also, they must have proven skills to be able to formulate statements of telecommunications and business problems to evaluate proposed automated systems to determine technical feasibility, implementation costs, operation costs, and functional adequacy.

Systems Software Engineer

Systems Software Engineers must have a Bachelors of Science in engineering, math, computer science, or other relevant engineering discipline. They must also have 5-10 years experience in the following software development disciplines: software requirements analysis; software requirements definition; software interface definition; SRS/IRS development; software requirements management, traceability and flowdown; software architectural design; software test plan and software test description development; and software configuration management.

General Engineer

Shall have a minimum of a Bachelor of Science degree in mechanical, electrical, aerospace, or computer engineering from an accredited engineering college or university and two (2) years work experience. General Engineers shall possess professional knowledge of mathematical principles, physical and related scientific disciplines, and engineering design and analysis principles and methods. For safety related tasks, familiarity with Department of Defense (DoD) and international safety standards is required. Familiarity with aviation systems is desirable.

Communications Specialist

Communications Specialists must have a Bachelor's Degree from an accredited institution and at least five (5) years experience as a Communications Specialist in an area where specific duties can be demonstrated to include communications applications. Communications Specialists must be capable of evaluating, analyzing and designating data communications standards, interface criteria, modem requirements, and communications security equipment requirements and operating characteristics. They also must be able to apply appropriate traffic engineering practices to communications networks that ensure their ability to support the data processing requirements, and improve network performance.

Training Specialist

Training Specialists must have a Bachelor's Degree from an accredited institution and a minimum of five (5) years experience, of which at least three (3) years must be specialized. Specialized experience includes: experience in developing and providing technical and end-user training on computer hardware and application software. They must have demonstrated ability to communicate orally and in writing and demonstrated ability to work independently or under only general direction.

Outside Plant Engineer/Installer

Outside Plant Engineers/Installers must have a Bachelor's Degree from an accredited institution and a minimum of two (2) years experience. Alternatively, they may have a minimum of ten (10) years experience working directly with the installation of hardware systems and the design and installation of copper and fiber optic cable runs. They must also understand telco and electrical codes.

General Secretary

General Secretaries must have an Associate's Degree from an accredited institution and a minimum of five (5) years experience in general secretarial support for professional engineering services. Experience must include technical transcription support, preparation of reports and preparation of presentations.

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Labor Rates

Labor Category	1 Feb 05 - 31 Jan 06 Option Year 6	1 Feb 06 - 31 Jan 07 Option Year 7	1 Feb 07 - 31 Jan 08 Option Year 8	1 Feb 08 - 31 Jan 09 Option Year 9	1 Feb 09 - 31 Jan 10 Option Year 10
Senior Systems Engineer	\$126.41	\$130.20	\$134.11	\$138.13	\$142.28
Systems Engineer	\$103.64	\$106.76	\$109.96	\$113.26	\$116.65
Program Manager	\$99.42	\$102.40	\$105.48	\$108.64	\$111.89
Senior Engineer	\$91.42	\$94.16	\$96.99	\$99.90	\$102.89
Flight Data Engineer	\$91.42	\$94.16	\$96.99	\$99.90	\$102.89
General Engineer/System Safety Engineer	\$82.25	\$84.72	\$87.26	\$89.89	\$92.58
Flight Data Analyst	\$82.25	\$84.72	\$87.26	\$89.89	\$92.58
Project Leader	\$79.57	\$81.96	\$84.42	\$86.94	\$89.56
System S/W Engineer	\$75.73	\$78.00	\$80.34	\$82.75	\$85.23
General Engineer	\$65.09	\$67.04	\$69.06	\$71.12	\$73.26
Comms Specialist	\$58.07	\$59.82	\$61.62	\$63.46	\$65.37
Training Specialist	\$55.32	\$56.99	\$58.69	\$60.45	\$62.26
Outside Plant Engineer/Installer	\$45.21	\$46.56	\$47.96	\$49.40	\$50.88
General Secretary	\$47.94	\$49.38	\$50.86	\$52.39	\$53.96

**Federal Supply Service
Professional Engineering Services Schedule Price List**

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