

**GENERAL SERVICES ADMINISTRATION
Federal Acquisition Service
Authorized Federal Supply Schedule Price List**

**FINANCIAL AND BUSINESS SOLUTIONS (FABS)
FSC GROUP 520**

Special Item Numbers

520-5 Loan Servicing and Asset Management
520-12 Budgeting
520-13 Complementary Financial Management Services



QinetiQ North America, Inc.
7918 Jones Branch Drive, Suite 350
McLean, VA 22102

Phone: (703) 852-3661 Fax (703) 852-2971

Internet Address: www.QinetiQ-NA.com

Contract Administrator: Geoffrey Vance

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CONTRACT NUMBER:

GS-23F-0149R

BUSINESS SIZE: LARGE BUSINESS

PERIOD COVERED BY CONTRACT:

March 31, 2005 through March 30, 2015

Pricelist current through Modification PA-0025, dated March 21, 2013

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

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CUSTOMER INFORMATION

1. Authorized Special Item Numbers (SINs): *Pricing begins on page 12*
 520-5 / 520-5 RC *Loan Servicing and Asset Management*
 520-12 / 520-12 RC *Budgeting*
 520-13 / 520-13 RC *Complementary Financial Management Services*
2. Maximum order: *\$1,000,000*
3. Minimum order: *\$300.00*
4. Geographic coverage (delivery area): *The 48 contiguous States and the District of Columbia, Alaska, Hawaii, Puerto Rico, U.S. territories*
5. Point of production (city, county, and state or foreign country): *NA*
6. Discount from list prices or statement of net price: *Prices listed here in are Net Prices*
7. Quantity discounts:

Task Order Amount	Discount
\$0 - \$1 Million	Up to Three Percent (0% - 3%)
\$1 Million - \$5 Million	Three Percent – Five Percent (3% - 5%)
> \$5Million	Five Percent – Eight Percent (5% - 8%)

8. Prompt payment terms: *Discount of .38% for 25 Days, Net 30 days*
- 9a. Notification that Government purchase cards are accepted below the micropurchase threshold (\$2,500)
- 9b. Notification that Government purchase cards are accepted above the micropurchase threshold (\$2,500)
10. Foreign Items: *N/A*
- 11a. Time of Delivery: *As negotiated between Contractor and Ordering Agency.*
- 11b. Expedited Delivery: *As negotiated between Contractor and Ordering Agency.*
- 11c. Overnight and 2-day Delivery: *As negotiated between Contractor and Ordering Agency.*
12. F.O.B. Point: *Destination.*

- 13a. Contractor's ordering address:
QinetiQ North America, Inc.
7918 Jones Branch Drive, Suite 350
McLean, VA 22102
Attn: Geoffrey Vance
Phone: (703) 852-3661 Fax (703) 852-2971
Email: geoffrey.vance@qinetiq-na.com
- 13b. Ordering Procedures: *For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPAs), and a sample BPA can be found at the GSA/FAS Schedule homepage (www.gsa.gov/fas).*
14. Payment Address:
QinetiQ North America, Inc.
100 Sun Avenue NE, Suite 500
Albuquerque, NM 87109
Attn: Accounts Payable
15. Warranty Provision: *Contractor's standard commercial warranty*
16. Export Packing Charges: *NA*
17. Terms and Conditions of Government Purchase Card Acceptance (any thresholds above the micro-purchase level): *NA*
18. Terms and Conditions of Rental, Maintenance, and Repair: *NA*
19. Terms and Conditions of Installation: *NA*
20. Terms and Conditions of Repair Parts: *NA*
- 20a. Terms and Conditions for any Other Services: *NA*
21. List of Service and Distribution Points: *NA*
22. List of Participating Dealers: *NA*
23. Preventive Maintenance: *NA*
- 24a. Environmental attributes, e.g., recycled content, energy efficiency, and/or reduced pollutants: *NA*
- 24b. Section 508 Compliance Information: *N/A*
25. Data Universal Number System (DUNS) number: *613194799*
26. Notification regarding registration in Central Contractor Registration (CCR) database.
Cage Code: 4CGE4

QinetiQ North America, Inc.'s Labor Category Descriptions

Note: All categories applicable to all awarded SINs (520-5, 520-12, 520-13)

EXECUTIVE MANAGER SERIES

1 – Executive Project Manager

Responsibilities	Responsible for and leads team on large complex projects. Translates customer requirements into formal agreements and plans to culminate in customer acceptance or results. Responsible for performance, cost, scope, schedule, quality, and appropriate business measurements for the project, according to the project charter. Subsequently leads a team in the initiating, planning, controlling, executing, and closing tasks of a project (or segment of a project) to produce the solution deliverable(s). Possesses significant breadth of knowledge in business / technical management; personnel management; finance, planning, and forecasting.
Educational Requirements	Bachelor's degree from an accredited college or university which provides substantial knowledge of finance and accounting disciplines or systems.
Experience Requirements	Eleven years of intensive and progressive experience demonstrating the required proficiency levels related to task. Education may be substituted with 15 years of intensive and progressive experience demonstrating the required proficiency levels related to task.

2 – Sr. Project Manager

Responsibilities	Responsible for large projects or significant segment of a large complex project. Leads team on large projects or significant segment of large complex projects. Translates customer requirements into formal agreements and plans to culminate in customer acceptance of results. Subsequently leads a team in the initiating, planning, controlling, executing, and closing tasks of a project or segment of a project to produce the solution deliverable. Executes a wide range of process activities beginning with the request for proposal through development, test and final delivery. Formulates partnerships between customer, suppliers and staff. Anticipates potential project related problems. Utilizes refined techniques for identifying, eliminating or mitigating solution, project, and business risk. Understands customer, industry and business trends. Applies this understanding to meet project objectives.
Educational Requirements	Bachelor's degree from an accredited college or university which provides substantial knowledge of finance and accounting disciplines or systems.
Experience Requirements	Six years of intensive and progressive experience demonstrating the required proficiency levels related to task. Education may be substituted with 10 years of intensive and progressive experience demonstrating the required proficiency levels related to task.

FINANCE/BUDGET SUBJECT MATTER SPECIALIST / CONSULTANT SERIES

3 – Technical Subject Matter Specialist

Responsibilities	Recognized for understanding and communicating common related best practices for finance and business disciplines. Utilize a knowledge base to create conceptual business models and to point out relevant issues and considerations in selecting various courses of action. Assesses the operations and functions of an organization and its organizational components, and help to define the direction and strategy for an engagement while ensuring the organizational needs are being addressed. Examples of the functional areas would include Budgeting, Accounting, Finance, Business Systems / Reporting, Asset Mgmt, Procurement, Planning, Compliance, Policy Planning; etc. Works with sr. managers to provide industry vision & guidance. Leads determination & classification of systems/ process inadequacies and/or deficiencies that affect the functional area's ability to support/meet goals. Supports the development of functional area strategies for enhanced operations throughout the organization. Provides work direction and guidance to other personnel; ensures accuracy of the work of other personnel, operates under deadlines, able to work on multiple tasks.
Educational Requirements	Bachelor's degree from an accredited college or university in the specific subject matter discipline as identified in the statement of work.
Experience Requirements	Bachelor's degree and 6 years, or Master's degree and 4 years, or PhD and 2 years of general business experience including formal training.

4 – Subject Matter Specialist, Associate

Responsibilities	Provides high-level technical subject matter expertise for work described in the task. Provides advanced technical knowledge and analysis of highly specialized applications and operational environment, high-level functional systems analysis, design, integration, documentation, training, and implementation advice on complex problems that require doctorate level knowledge of the subject matter for effective implementation. Applies principles, methods, and knowledge of specific functional areas of expertise to specific task order requirements. Provides advice on esoteric problems which require extensive knowledge of the subject matter.
Educational Requirements	Bachelor's degree from an accredited college or university in the specific subject matter discipline as identified in the statement of work.
Experience Requirements	Five (5) years of task related experience in the identified field of specialization.

5 – Business / Financial Consultant, Senior

Responsibilities	Applies subject matter knowledge to high-level analysis, collection, assessment, design, development, modeling, simulation, integration, installation, documentation, and implementation. Resolves problems, which require an intimate knowledge of the related financial / business subject matter. Applies principles and methods of the subject matter to specialized solutions.
Educational Requirements	Applicable functional area certification or two years undergraduate education
Experience Requirements	Ten years of intensive and progressive experience in the applicable specialty field.

6 - Business / Financial Consultant - Intermediate

Responsibilities	Applies subject matter knowledge to high-level analysis, collection, assessment, design, development, modeling, simulation, integration, installation, documentation, and implementation. Resolves problems, which require an intimate knowledge of the related business/ financial subject matter. Applies principles and methods of the subject matter to specialized solutions.
Educational Requirements	Applicable functional area certification or two years undergraduate education.
Experience Requirements	Five years of intensive and progressive experience in the applicable specialty field.

7 – Business / Financial Consultant - Associate

Responsibilities	Applies subject matter knowledge to high-level analysis, collection, assessment, design, development, modeling, simulation, integration, installation, documentation, and implementation. Resolves problems which require an intimate knowledge of the related business / financial subject matter. Applies principles and methods of the subject matter to specialized solutions.
Educational Requirements	Applicable functional area certification or two years undergraduate education.
Experience Requirements	Two years of intensive and progressive experience in the applicable specialty field.

FINANCIAL / BUDGET PLANNING SUPPORT SERIES

8 –Planning Specialist - Senior

Responsibilities	Responsible for planning large projects or a significant segment of a large complex project. Provides the overall approach for and assists in developing vision and mission statements, and subsequent goal delineation; provides guidance for building operational plans and specifying measurable outcomes to include capital outlay planning efforts in a consolidated strategic planning process and prioritizes those initiatives; organizes, directs, and coordinates planning activities. Meets with appropriate Government management personnel, other contractor managers, and client agency representatives. Formulates / reviews plans for public policies / regulation impact, ensures continuity plans map to definitions of agencies' business functions and processes required for achieving outcomes. Has excellent oral and written communication skills, with demonstrated capability for dealing with all levels of management personnel, contractor managers, and client representatives. Takes appropriate action and coordinates policies and activities with appropriate Government personnel, as required.
Educational Requirements	Master's degree from an accredited college / university, or experience through an organizational position representative of a corporate senior position of a firm with revenue in excess of \$50 million, supported by a Bachelor's degree; or applicable certifications.
Experience Requirements	Ten years of intensive and progressive experience, which includes: Five years experience performing financial/ business functions; two years managing similar projects; direct experience with planning methods / techniques; experience with executive-level interviewing and group facilitation; knowledge of governmental operations, procurement / acquisition regulations, and budgeting cycle.

9 – Planning Specialist - Intermediate

Responsibilities	Responsible for planning of large projects or a significant segment of a large complex project. Organizes, directs, and coordinates planning activities. Assists in developing mission / vision statements, subsequent goal delineation, provides guidance for building operational plans, specifying measurable outcomes, and prioritizing initiatives. Formulates and reviews plans, ensures continuity plans map to agency business functions. Must have excellent oral and written communication skills, with a demonstrated capability to deal with management personnel, contractor managers, and client representatives. Leads a team in the initiating, planning, controlling, and executing of planning tasks. Utilizes refined techniques for identifying, eliminating or mitigating solution, project, and risk. Understands customer, industry and business trends; applies this understanding to meet project objectives. Takes appropriate action and coordinates policies/ activities with appropriate Government personnel, as required.
Educational Requirements	Bachelor’s degree from an accredited college or university; or applicable certifications.
Experience Requirements	Seven years of intensive and progressive experience demonstrating the required proficiency levels related to task. Education may be substituted with 12 years of intensive and progressive experience demonstrating the required proficiency levels related to task.

10 – Planning Subject Matter Specialist - Associate

Responsibilities	Responsible for planning of a sub-task of a large complex project. Organizes, directs, and coordinates planning activities. Assists in developing mission / vision statements, subsequent goal delineation, provides guidance for building operational plans, specifies measurable outcomes, prioritizes initiatives. Reviews plans, ensures continuity plans map to agency functions. Must have excellent oral and written communication skills, with a demonstrated capability for dealing with management personnel, contractor managers, and client representatives. Leads a sub-team in the initiating, planning, controlling, executing, strategic tasks of a segment of a project. Utilizes refined techniques for identifying, eliminating or mitigating risk. Understands customer, industry, business trends and applies information to meet project objectives. Analyzes information / situations and implements actions, independently and / or through the management team, to ensure project objectives are met. Takes appropriate action; coordinates policies / activities with appropriate Government personnel.
Educational Requirements	Bachelor’s degree from an accredited college or university; or applicable certifications.
Experience Requirements	Five years of intensive and progressive experience demonstrating the required proficiency levels related to task. Education may be substituted with 12 years of intensive and progressive experience demonstrating the required proficiency levels related to task.

DATABASE / DATA ANALYST SERIES

11 – Data Administrator

Responsibilities	Responsible for data input and data manipulation tasks. Provides quality control and auditing of databases to ensure accurate and appropriate use of data. Works with management to develop database strategies to support company's needs. Consults with and advises users of the various databases. Works directly with users of data to resolve data conflicts and inappropriate data usage. Identifies opportunities for effectively satisfying corporate information needs through automation.
Educational Requirements	Bachelor's degree.
Experience Requirements	Five years experience.

12 - Data Analyst

Responsibilities	Has full technical knowledge of data entry process / devices and specialized terminology/ data. This data may encompass terminology related to finance, accounting, legal, medical, etc. fields. May instruct, direct and check the work of other data input clerks /analysts. Assists in scheduling data entry functions. Operates data entry devices in recording a variety of data; verifies data entered. Performs routine data preparation and distribution.
Educational Requirements	High school graduate or equivalent.
Experience Requirements	Three years experience in data input and data verification tasks. Includes one year experience supervising if assigned as task or functional lead. One year of experience with task related terminology. Capable of allocating work to data analysts to maximize output.

13 – Documentation Specialist

Responsibilities	Under general direction, is responsible for preparing and/or maintaining systems, programming and operations documentation, procedures and methods, including user manuals, reference manuals, etc. Maintains a current internal documentation library. Provides or coordinates special documentation services as required. Competent to work at the highest level of all phases of documentation. May act as project leader for large jobs.
Educational Requirements	High school graduate or equivalent.
Experience Requirements	Two years experience in similar tasks.

14 – Data Entry Operator, Supervisor

Responsibilities	Supervises all data entry activities. Assigns work to personnel and directs their activities; reviews and evaluates their work and prepares performance reports. Normally reports to the Computer / Business Operations Manager or Production Control Supervisor. Note: If incumbent also supervises data control activities, Production Control Supervisor.
Educational Requirements	High school graduate or equivalent.
Experience Requirements	Two years experience in similar tasks.

15 – Sr. Data Entry Operator (WD)

Responsibilities Under general direction, operates data entry devices in recording a variety of data; verifies data entered; performs related clerical duties.

Educational Requirements High school graduate or equivalent.

Experience One year experience in similar tasks.

Requirements

16 – Data Entry Operator, Lead (WD)

Responsibilities Under general direction, has full technical knowledge of data entry devices, but has duties of instructing, directing and checking the work of other data entry operators. Assists in scheduling data entry functions.

Educational Requirements High school graduate or equivalent.

Experience One year experience in similar tasks.

Requirements

ADMINISTRATIVE SUPPORT SERIES

17 – Task Administrative Assistant (WD)

Responsibilities Responsible for developing, drafting, writing and editing reports, briefs, proposals, and other documents in support of a client's requirements. Interfaces with personnel to coordinate meetings, maintain logs, records and files, provides end-user support, and performs general administrative duties. Assists in budgetary, billing, and financial management. Must be capable of working independently. Must be able to communicate orally and in writing with all levels of an organization as required.

Educational Requirements High school graduate or equivalent.

Experience Two years of general experience in office automation developing, writing, proofreading, editing reports, proposal and documents in support of business operations

Requirements

QinetiQ North America, Inc.'s Authorized GSA Schedule Pricelist

QinetiQ North America, Inc.'s staff are true professionals who are educated and experienced, capable and committed. From the most junior to the most experienced, each of our employees is fully qualified and calibrated to serve our clients with distinction and pride. Selected employees retain a variety of security clearances granted by a variety of agencies. QinetiQ North America, Inc. has structured the GSA Schedule labor categories to provide potential clients with the flexibility to acquire the specific skills, education, and experience levels that are appropriate for their tasks. There are seventeen (17) skill categories defined to support FABS requirements, as seen in this section. FABS services are priced for government-site performance. If off-site performance is required, please contact QinetiQ North America, Inc. for applicable rate differential -- off-site rates must first be approved by GSA but can be developed for any location. Please note that QinetiQ North America, Inc.'s pricing is flexible in that the rate for each category is applicable to any one of the three awarded SINs.

FEDERAL SUPPLY SERVICE AUTHORIZED FINANCE AND BUSINESS SOLUTIONS (FABS) SERVICES SCHEDULE PRICELIST

Cat #	Labor Category Name	Year 1 3/31/10 - 3/30/11*	Year 2 3/31/11 - 3/30/12*	Year 3 3/31/12 - 3/30/13*	Year 4 3/31/13 - 3/30/14*	Year 5 3/31/14 - 3/30/15*
EXECUTIVE / MANAGER SERIES						
1	Executive Project Manager	\$118.75	\$121.12	\$123.55	\$126.02	\$128.54
2	Sr. Project Manager	\$100.69	\$102.71	\$104.76	\$106.86	\$108.99
FINANCE/BUDGET SUBJECT MATTER SPECIALIST CONSULTANT /						
3	Technical Subject Matter Specialist	\$83.22	\$84.89	\$86.58	\$88.32	\$90.08
4	Subject Matter Specialist - Associate	\$60.52	\$61.73	\$62.96	\$64.22	\$65.51
5	Business Financial Consultant, Sr.	\$100.97	\$102.99	\$105.05	\$107.15	\$109.29
6	Business Financial Consultant, Intermediate	\$88.02	\$89.78	\$91.57	\$93.40	\$95.27
7	Business Financial Consultant, Associate	\$79.46	\$81.05	\$82.67	\$84.32	\$86.01
FINANCE/BUDGET PLANNING SUPPORT SERIES						
8	Planning Specialist - Senior	\$198.33	\$202.30	\$206.34	\$210.47	\$214.68
9	Planning Specialist - Intermediate	\$180.32	\$183.92	\$187.60	\$191.35	\$195.18
10	Planning Specialist - Associate	\$123.79	\$126.26	\$128.79	\$131.36	\$133.99
DATABASE / DATA ANALYST SUPPORT SERIES						
11	Data Administrator	\$92.15	\$93.99	\$95.87	\$97.79	\$99.74
12	Data Analyst	\$75.16	\$76.67	\$78.20	\$79.76	\$81.36
13	Documentation Specialist	\$63.62	\$64.89	\$66.19	\$67.51	\$68.86
14	Data Entry Operator, Supervisor	\$45.89	\$46.81	\$47.74	\$48.70	\$49.67
15	Sr. Data Entry Operator**	\$35.04	\$35.74	\$36.45	\$37.18	\$37.93
16	Data Entry Operator, Lead**	\$30.12	\$30.72	\$31.34	\$31.96	\$32.60
ADMINISTRATIVE SUPPORT SERIES						
17	Task Administrative Assistant**	\$35.79	\$36.51	\$37.24	\$37.98	\$38.74

*Ceiling overtime rates are 1.5x rates listed above; yearly escalation of 2.0% is incorporated into above rates and is to be applied annually

“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 wages being paid, the task order prices will be discounted accordingly.”