



Federal Supply Service

Authorized Federal Supply Service Pricelist
Office, Imaging and Document Solutions

Federal Supply Schedule Industrial Group 36

Contract No. GS-25F-0009P

Contract Period:

October 29, 2003 through October 28, 2008

Current through Modifications Approved by GSA on August 16, 2007

TechLaw
>>> SOLUTIONS

14500 Avion Parkway
Suite 301
Chantilly, Virginia 20151

On-line access to contract ordering information, terms and conditions, up-to-date pricing, and the option to create an electronic delivery order is available through GSA Advantage!, a menu-drive database system. The INTERNET address for GSA Advantage! Is: <http://www.gsa.gov>

Office, Imaging and Document Solutions

Federal Supply Schedule Industrial Group 36

- SIN 51 409 Network, Optical Imaging System
& Solutions
- SIN 51 501 Needs Assessment Services
- SIN 51 503 Educational & Training Support Services
- SIN 51-504 Records Management Services
- SIN 51-506 Document Conversion Services
- SIN 51-508 Litigation Support Services
- SIN 51-509 Network Connectivity Support Services

CONTRACT NUMBER: GS-25F- 0009P

CONTRACT PERIOD: Oct. 28, 2003 through Oct. 28, 2008

TechLaw Solutions, Inc.

14500 Avion Parkway, Suite 301
Chantilly, VA 20151

Contract Administration Contact: Robert A. Weissman
Telephone: 703-818-3251
Email: rweissman@tliholdings.com

Marketing Contact: William Heglund
Telephone: 703-818-3225

Facsimile: 703-817-1749
Website: www.techlawsolutions.com

TABLE OF CONTENTS

COMPANY OVERVIEW	1
I. ORDER INFORMATION.....	2
II. SPECIAL ITEM NUMBERS (SINs) AWARDED.....	5
III. PRICING SCHEDULES.....	12

Company Overview

TechLaw, Inc. was established in 1983 as a nationwide professional services firm offering environmental consulting and information management services, including litigation support services to the government regulatory and commercial legal communities.

Effective May 1, 2006, TechLaw, Inc., has undergone a corporate reorganization. Pursuant to that reorganization, we have set up a holding company (TLI Holdings, Inc.), and three operating companies (TechLaw, Inc., TechLaw Solutions, Inc., and TLI Solutions, Inc.). The reorganization was undertaken to address EPA concerns about potential conflict of interest in TechLaw's environmental work for EPA and DOD entities. The EPA work now resides in TechLaw, Inc., and the DOD work resides in TLI Solutions, Inc. All of our information management, litigation support, and electronic discovery work is done by TechLaw Solutions, Inc. (TechLaw Solutions). All of the employees, assets, and equipment of TechLaw, Inc., including this contract, that were previously utilized in support of government information management and litigation support projects have been transferred to TechLaw Solutions.

The use of technology to support legal processes, including litigation, case management, and records management, is a defining characteristic of TechLaw Solutions. TechLaw Solutions is a large business currently employing 100+ employees engaged in information management and litigation support functional areas.

TechLaw Solutions has developed unique capabilities (based on TechLaw Solutions developed production software) in its three Document Processing Centers, using state-of-the-art document scanning capability, to perform on-line coding of documents from images; construct full-text and image enabled databases; convert images to text using OCR technology; filter and index the resulting ASCII text to allow full-text retrieval in the client's software; and provide storage of image, coded data and text files on appropriate media (optical, tape, etc.) for large and small cases. This innovative approach involves a mix of scanning, coding and OCR processing of voluminous document collections, enabling cost-effective and quick access to information, and guaranteeing the integrity and organization of the resulting data. TechLaw has developed these database systems for use on the client's preferred hardware and software, including many popular COTS software packages (e.g., iCONNECT, Ringtail, Oracle, Access, FoxPro, Stellent, Hummingbird/PCDOCs, Summation, Concordance, DB/Textworks and others). We continue to add new and innovative products and services. For example, we recently introduced our near duplicate document detection service powered by Equivio. This service groups near duplicate documents for fast consistent review. Our commitment to development is driven by our need to provide top quality, cutting edge services to our clients. We also offer software tools to our government clients permitting them to employ similar services in a secure environment behind the client fire wall. Examples include Equivio software and Content Analyst software (see SIN 51-409). TechLaw Solutions has conducted hundreds of information management projects under government contracts. Those projects have included developing systems and providing services to establish document inventory databases, tracking systems, cost recovery databases, and electronic document management systems, including hosted document repositories.

TechLaw Solutions' headquarters, principal technology support offices, and largest Document Processing Center are all located in the Washington, DC metropolitan area. For additional information please visit TechLaw Solutions' web site (www.techlawsolutions.com).

I. Order Information

TechLaw Solutions Contracts Administrator Point of Contact

Robert A. Weissman
Vice President & General Counsel
(703) 818-3251 (Phone)
(703) 818-8813 (Fax)
rweissman@tlholdings.com

1. Special Item Numbers (SINs) Awarded

SIN 51-409 Network, Optical Imaging System and Solutions
SIN 51-501 Needs Assessment Services (NAAS)
SIN 51-503 Education and Training Services (ETSS)
SIN 51-504 Records Management Services (RMS)
SIN 51-506 Document Conversion Services (DCS)
SIN 51-508 Litigation Support Services (LSS)
SIN 51-509 Network Connectivity Support Services (NCSS)

2. Maximum Order

\$350,000.00 for SIN 51-409
\$1,000,000.00 for all other SINs

3. Minimum Order

\$100.00

4. Geographic Coverage

FOB destination within 48 Contiguous States and the District of Columbia, Alaska, Hawaii and Puerto Rico

5. Point(s) of Production

Not applicable

6. Discount from list prices

All prices shown herein are net Government prices unless otherwise indicated.

7. Quantity Discounts

None

8. Prompt Payment Terms

Net 30 days.

9.a. Notification that Government purchase cards are accepted at or below the micropurchase threshold.

TechLaw accepts the Government purchase card for orders at or below the micropurchase threshold.

9.b. Notification whether the Government purchase cards are accepted or not accepted above the micropurchase threshold.

TechLaw accepts the Government purchase card for orders above the micropurchase threshold.

10. Foreign Items

None.

- | | | |
|------------|-----------------------------------------------------|----------------------------------|
| 11. | a. Time of Delivery | Specified in negotiated |
| | b. Expedited Delivery | delivery/task orders (for a – d) |
| | c. Overnight and 2nd day delivery | |
| | d. Urgent Requirements | |

12. F.O.B. point(s)

F.O.B. destination for geographic scope of this contract – 48 contiguous states and the District of Columbia.

13.a. Ordering Address

TechLaw Solutions, Inc.
14500 Avion Parkway, Suite 301
Chantilly, VA 20151
www.techlawsolutions.com

13.b. Ordering Procedures

For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPAs), and a sample Basic Ordering Agreement (BOA) can be found at <http://www.fss.gsa.gov/schedules>

14.a. Payment Address

TechLaw Solutions, Inc.
14500 Avion Parkway, Suite 301
Chantilly, VA 20151

14.b. Electronic Funds Transfer

Citizens Bank
ABA RN 036076150
Operating A/C: 6205653463

15. Warranty provision

As stipulated by inspection and acceptance requirements of individual delivery/task orders.

16. Export packing charges

Not applicable

17. Terms and conditions of Government purchase card acceptance

Not applicable.

18 – 24. a. and b.

Not applicable

25. Data Universal Number System (DUNS) Number

62-362-4751

26. Notification regarding registration in Central Contractor Registration (CCR).

TechLaw is registered in the Central Contractor Registration (CCR) database.

27. Cage Code

4FLC6

28. Business Size

Large

II. Special Item Numbers (SINs) Awarded

51-409—Network, Optical Imaging System and Solutions Offered

TechLaw's systems and solutions focus on products and services in support of document management and/or litigation support. We are offering products and services of high value to our government clients and extend our capability through unique partners to provide a more complete and compelling set of document management and litigation support solutions. Our partners provide new software products and associated services that have proven value and fill a unique need in the competitive marketplace of document management and litigation support services.

TechLaw offers a software product called Content Analyst which is designed to enable the user to migrate unstructured paper and electronic data into an electronic document. The Content Analyst software permits computer-aided analysis of unstructured documents. Content Analyst can be used to automate the creation of fielded data including document category, document summary and document taxonomy. This fielded data may be migrated into electronic document records that may in turn be loaded for end-user access in an electronic document repository.

TechLaw offers a software product called Equivio which is designed to enable the user to migrate unstructured paper and electronic data into an electronic document. The Equivio software performs analysis of unstructured documents to identify near-duplicate documents. It automates the creation of near-duplicate fielded data that may be migrated into electronic document records that may in turn be loaded for end-user access in an electronic document repository

51-501—Needs Assessment Services Offered

TechLaw's needs assessment services focus on work planning document management, records management and information management projects. TechLaw's needs assessment services include evaluation, in close coordination with the client, of the best options for accomplishing the expected and necessary outcome(s) of a project. This process includes gathering factual information, interviewing affected parties of interest, establishing realistic options and evaluating the advantages and disadvantages of each option, including the schedule and cost. The options are then presented to the client in a written or oral format.

Technical Approach

TechLaw's experience with needs assessment and analysis has been focused on developing solutions in the document acquisition, records management, and information management arenas. We have used our approach to conduct various litigation support, business process reengineering, and environmental management systems projects. TechLaw's NAAS include evaluation, in close coordination with the client, of the best options for accomplishing the expected and necessary outcome(s) of a project. Our approach includes the following steps:

Functional Requirements Analysis—The needs assessment process begins with a thorough evaluation of the client work requirements. A meeting or telephone conversation with the client representative is established to review the work requirements, and clarify particular strategic

goals and client expectations. This will include an assessment of the objectives, existing capabilities, and available funding or budget restrictions. This process includes gathering factual information, interviewing affected parties of interest, and establishing clear project goals. Surveys are conducted as necessary to collect data.

System Configurations and Technology Assessment—TechLaw determines the equipment necessary to accomplish the project goals. We will develop the requirements to enable more efficient use of office equipment, including network optical and imaging systems, software applications, records management, document management, security/biometrics products, and network connectivity. When considering the development of electronic and information technology TechLaw will also assess whether the proposed technology complies with Section 508 of the rehabilitation act and ensures that:

(i) individuals with disabilities who are Federal employees have access to and use of information and data that is comparable to the access to and use of the information and data by Federal employees who are not individuals with disabilities; and

(ii) individuals with disabilities who are members of the public seeking information or services from a Federal department or agency have access to and use of information and data that is comparable to the access to and use of the information and data by such members of the public who are not individuals with disabilities.

Project Design—TechLaw prepares an overall project design that establishes realistic and practical options, evaluates the advantages and disadvantages of each option, and determines the schedule and cost of each option. The results are typically documented in a Project Work Plan for client review and comment, but can also take the form of an oral presentation, cassettes, and videotapes. Based on client feedback, the Project Work Plan is finalized and establishes the blue print for the project to follow.

Data Format Design—Throughout the project TechLaw prepares project specific designs for data, such as coding specification manuals or investigation plans outlining potential sources for document acquisition.

Database Selection—If a database will be useful for data compilation and manipulation, TechLaw evaluates the types of available databases and makes recommendations regarding the type of database that will be most effective for the project, considering needs, existing equipment, and costs.

Quality Assurance /Quality Control (QA/QC)—All of TechLaw's NAAS work incorporates a QA/QC component to ensure that work is of the highest quality.

Ongoing Dialogue—Throughout the project, TechLaw continues to interact with the client to discuss the status, report on the progress against current work schedule, understand any new issues, and report on standard product enhancements and revisions.

51-503—Educational and Training Support Services

TechLaw's education and training support services focus on support of new software products offered (see SIN 51-409).

TechLaw offers education and training services related to Content Analyst to provide the customer with operational knowledge of how to use the Content Analyst software. Content Analyst is software offered under SIN 51-409 which is designed to enable the user to migrate unstructured paper and electronic data into an electronic document.

TechLaw offers education and training services related to Equivio to provide the customer with operational knowledge of Equivio. Equivio is software offered under SIN 51-409 which is designed to enable the user to migrate unstructured paper and electronic data into an electronic document.

51-504—Records Management Services Offered

Document Acquisition

File Organization

File Management

Archive Organization Archive Disposition and Report

Technical Approach

To manage records effectively, records management systems must monitor location of and access to each document, as well as to be able to retrieve specific documents based on the information it contains. Of primary importance is a computer-based information management system that can be utilized to locate and retrieve documents, ensure that documents are not lost or misplaced, and contain calendar features that will assist the operator in meeting discovery or other document delivery deadlines. In addition, a computer-based system would be the basis for project development, used to assist screening, coding, and search and retrieval tasks. Our experience has taught us that both computer-based and physical information management systems are necessary. Physical information management systems are necessary for program and project management and include document security, storage, transfer, and receipt. The sometimes voluminous documentation obtained for a site must be organized in such a way that it is accessible and can be used to support analyses and evaluations made during the course of research for each project.

TechLaw will gather, transport, and deliver records as requested by the client. We understand the importance of preserving the sequence of the original documents and copying any file labels when the files are copied. Documents will be repacked and re-labeled in accordance with any applicable guidance. TechLaw will then code and log each box and its location.

TechLaw's litigation and enforcement support efforts have included providing document control and maintaining chain-of-custody records for files containing evidentiary documents;

maintaining the tracking system databases; organizing and indexing new documents into the database; and providing copies of documents requested by EPA or the U.S. Department of Justice. Other tasks include assisting with document research, retrieval, and organization; updating, maintaining, and enhancing the Cost Recovery Evidentiary Documentation System; and creating image-enabled full-text databases for litigation support. Using its INTELLEX[®] system, TechLaw has scanned, imaged, and converted documents to computer-readable text, enabling efficient storage on laser disks, and effective full-text retrieval capability.

51-506—Document Conversion Services Offered

TechLaw has earned a reputation for consistently delivering quality information management solutions including document conversion services to government agencies. Our document conversion services encompass Project Management, Document Acquisition, Document Conversion, Document Indexing, Full-text Indexing, Database Building, Electronic Discovery, Data/Database Conversion and Information Archiving Services. An outline of these services follows:

Project Management

- Conversion project consulting
- Conversion project implementation

Document Acquisition & Analysis

- Research to discover who has or who does not have relevant documents
- Document triage and acquisition logistics (sorting relevant from non-useful)
- Physical organization and duplication
- Document abstracting
- Document security and tracking

Document Conversion

Creation of electronic versions of paper documents for electronic distribution and use, including converting electronic documents to *web compatible formats* for distribution and use without a need for the native application

- Paper to image (TIF, PDF, JPEG, etc.)
- Electronic to PDF
- OCR image to text
- Web formats (PDF, JPEG, etc)
- Image enhancement

Document Indexing

Design and creation of useful data about documents allowing the precise selection and retrieval of relevant documents

- Taxonomy consulting
- Metadata design consulting
- Metadata creation
- Near duplicate document detection
- Mark Sense Recognition (MSR) capture of document level index information
- Data entry
- Experience with ZyIndex, FolioViews, LivePublish, Concordance, Summation, OracleText, DBTextworks, ISYS, and others

Information Archiving

- Business continuity plan for data duplication and storage

Full-text Indexing

- Full-text filtering
- Create full-text index data
- Experience with ZyIndex, FolioViews, LivePublish, Concordance, Summation, OracleText, DBTextworks, ISYS, and others

Database Building

- Creating database load files formatted to be loaded into the client's document management system or database
- Creating fully loaded databases for client use
- Supported document management systems include iCONNECT, Lextranet, Caselogistix, Concordance, Summation, Introspect, JFS Litigators Notebook, CaseCentral, Xpedio, and many others
- Supported databases include Oracle, MS SQL Server, FoxPro, MSAccess, and others

Electronic Discovery

- Consulting services in such areas as risk management, business process reengineering, and records management
- Investigation and Acquisition (finding and acquiring relevant data sources)
- Data Capture and Analysis (converting relevant data, without loss, into searchable databases for client use and review)

Data and Database Conversion

- Image format conversion
- Database data migration and format conversion
- Database data element (metadata) design consulting

51-508—Litigation Support Services Offered

TechLaw has earned a reputation for consistently delivering quality information management solutions including document conversion services to government agencies. Our document conversion services encompass Project Management, Document Acquisition, Document Conversion, Document Indexing, Full-text Indexing, Database Building, Electronic Discovery, Data/Database Conversion and Information Archiving Services. An outline of these services follows:

Project Management

- Conversion project consulting
- Conversion project implementation

Document Acquisition & Analysis

- Research to discover who has or who does not have relevant documents
- Document triage and acquisition logistics (sorting relevant from non-useful)
- Physical organization and duplication
- Document abstracting
- Document security and tracking

Document Conversion

Creation of electronic versions of paper documents for electronic distribution and use, including converting electronic documents to *web compatible formats* for distribution and use without a need for the native application

- Paper to image (TIF, PDF, JPEG, etc.)
- Electronic to PDF
- OCR image to text
- Web formats (PDF, JPEG, etc)
- Image enhancement

Document Indexing

Design and creation of useful data about documents allowing the precise selection and retrieval of relevant documents

- Taxonomy consulting
- Metadata design consulting
- Metadata creation
- Near duplicate document detection
- Mark Sense Recognition (MSR) capture of document level index information
- Data entry
- Experience with ZyIndex, FolioViews, LivePublish, Concordance, Summation, OracleText, DBTextworks, ISYS, and others

Database Building

- Creating database load files formatted to be loaded into the client's document management system or database
- Creating fully loaded databases for client use
- Supported document management systems include iCONNECT, Lextranet, Caselogistix, Concordance, Summation, Introspect, JFS Litigators Notebook, CaseCentral, Xpedio, and many others
- Supported databases include Oracle, MS SQL Server, FoxPro, MSAccess, and others

Electronic Discovery

- Consulting services in such areas as risk management, business process reengineering, and records management
- Investigation and Acquisition (finding and acquiring relevant data sources)
- Data Capture and Analysis (converting relevant data, without loss, into searchable databases for client use and review)

Data and Database Conversion

- Image format conversion
- Database data migration and format conversion
- Database data element (metadata) design consulting

Information Archiving

- Business continuity plan for data duplication and storage

51-509—Network Connectivity Support Services

TechLaw's network connectivity support services includes all services that allow users to communicate with customers both internally and externally across shared networks so they can search, view, access and print documents right from their desktop.

Technical Approach

A Detailed System Design (DSD) Report will be created based on client requirements and become the blueprint for the system implementation and will provide base documentation of the planned architecture and design of the network system and the resulting system roll-out. It is anticipated that some changes will be made to the system throughout the implementation. Changes will be subject to approval by the client and incorporated into the DSD. At the completion of the project, TechLaw will provide final system documentation, setting forth the finalized system design. The DSD process is the primary event which determines the level of installation, application integration, training, conversion, and customization effort required by the client and TechLaw to successfully implement the system.

The implementation of the new system will often require introducing new hardware, while using much of the equipment currently in place. The majority of all new hardware and software components for the new network will be installed and integrated at a TechLaw office. This will allow TechLaw personnel to work in our network lab environment which is specifically designed to enable efficient network integration.

The new network design often includes the re-deployment of several components from the current network. Some of these components, however, will not be available during the initial system build because they are an integral part of the current network and cannot be removed until their function is replaced by a newer component. In this case, TechLaw will make hardware recommendations to the client, which may be replacing equipment in use.

III. Pricing Schedules

A. Document Conversion Services (SIN 51-506) Litigation Support Services (SIN 51-508)

1.	TechLaw Solutions Basic Document Coding Services.....	13
2.	TechLaw Solutions Optional Document Coding Services	14
3.	TechLaw Solutions Basic Document Conversion Services	16
4.	TechLaw Solutions Additional Document Conversion Services	17
5.	TechLaw Solutions Labor Services	20
6.	TechLaw Solutions Labor Category Descriptions.....	21
7.	Modern Micro Conversion Services.....	27
8.	Valora Document Processing Services	31

B. Network, Optical Imaging System and Solutions (SIN 51-409)

1.	Content Analyst Software and Maintenance	32
2.	Equivio Software and Maintenance	33

C. Education and Training Support Services (SIN 51-503)

1.	Content Analyst Software Training Support	34
2.	Equivio Software training Support	34

D. Needs Assessment Services (Sin-51-501) Records Management Services (SIN 51-504) Network Connectivity Services (SIN 51-509)

1.	TechLaw Solutions Labor Services	20
2.	TechLaw Solutions Labor Category Descriptions.....	21

A. Document Conversion Services (SIN 51-506) Litigation Support Services (SIN 51-508)

1. TechLaw Solutions Basic Document Coding Services

SIN #	Yr 2000 Compliant	Manufacturer Model No.	Product Description	GSA* price
Document Coding Services				
51-506; 51-508	Yes	TL-DCP0001	Database Design - Created for each project, the design fee includes one design meeting, a Document Processing Specification document, a Coding Manual document, the building of data entry screens (for TechLaw use), and one coded data deliverable format.	N/C
51-506; 51-508	Yes	TL-DCP0002	Data Load File - This load fee is charged for each deliverable for coded data to be loaded into a supported software package. It includes manager review of the deliverable and any required data indexing.	\$46.35
51-506; 51-508	Yes	TL-DCP0003	Bibliographic Coding - Per document coding prices includes a design meeting (exclusive of any travel costs and ODCs), project management, internal logging & control of documents, coding and quality control checking of all fields (See representative design described below). Includes 1 level of unitization..	\$1.38
51-506; 51-508	Yes	TL-DCP0003A	Bibliographic Coding OFF SHORE – Basic Field Coding Per document coding (with tiered QC). See design and notes following.	\$0.856
51-506; 51-508	Yes	TL-DCP0003B	Additional QC per document (100% QC of all coding)	\$0.191
51-506; 51-508	Yes	TL-DCP0003C	Document Near Duplicate Detection per document	\$0.111

Representative Coding Design

Coding Field	Description
Image Start/End	Identifies the start and end image address of each document.
Title	Describes the title (if any) on a document. The title may be a "re" or "subject" line, the name of a report or map, etc.
Document Type	Describes the format of the document. Examples include Letter, Memo, Report or Chart. A single entry is chosen from a pick list of up to 15.
Date	Identifies the creation data (if any is evident) of a document.
Author	Identifies all personal and organization name Authors found in a document (if any).
Addressee	Identifies the persons and organizations that are communicated to directly that are found in a document .
Copyee	Identifies all personal and organization names identified as having received a copy of a document.

1. This pricing includes weekly reporting of project statistics (e.g., number of pages scanned & QCed, number of documents coded, number of images OCRed).
2. The base per document price assumes the purchase of one Database Design. ODCs (shipping, long distance, etc) will be billed at cost plus 15%.

*Prices include the 0.75% Industrial Funding Fee

2. TechLaw Solutions Optional Document Coding Services

SIN #	Yr 2000 Compliant	Manufacturer Model No.	Product Description	GSA* price
-------	-------------------	------------------------	---------------------	------------

Optional Coding Fields - per page and document pricing provided below apply to all documents processed for each option selected.

51-506; 51-508	Yes	TL-DCP0004	Mentioned Names and Organizations - Identifies all personal and organization names in the title and text of a document (per page).	\$0.211
51-506; 51-508	Yes	TL-DCP0005	Created or Enhanced Titles - Provides a created title if there is none, and an enhanced title if the original title is inadequately descriptive (per document).	\$0.091
51-506; 51-508	Yes	TL-DCP0006	Estimated Date - Provides an estimated date if the document does not have a creation date (per document).	\$0.036
51-506; 51-508	Yes	TL-DCP0007	Attachment Field - Identifies logical adjacent attachments based on a reference to the attachment in the parent document (per document).	\$0.095
51-506; 51-508	Yes	TL-DCP0008	Bates Number Reference Capture (Linking) - Captures the bates number on each page. The bates number is then used to populate a Start and End Bates Number field (per page).	\$0.019
51-506; 51-508	Yes	TL-DCP0009	Additional Addressee and Copyee Entries - Addressee and Copyee entries in excess of a project wide average of 5 per document will be billed at \$.048 per entry (per entry – Note 9).	\$0.048
51-506; 51-508	Yes	TL-DCP0010	Document Unitization from Image (per page)	\$0.057
51-506; 51-508	Yes	TL-DCP0010A	Document Unitization from hard copy (per page)	\$0.047
51-506; 51-508	Yes	TL-DCP0011	Document Unitization from Image with attachments (per page)	\$0.057
51-506; 51-508	Yes	TL-DCP0011A	Document Unitization from had copy with attachments (per page)	\$0.066
51-506; 51-508	Yes	TL-DCP0012A	Mark Sense Recognition per form (0-50K forms)	\$0.292
51-506; 51-508	Yes	TL-DCP0012B	Mark Sense Recognition per form (50K – 250K forms)	\$0.262
51-506; 51-508	Yes	TL-DCP0012C	Mark Sense Recognition per form (250K+ forms)	\$0.252
51-506; 51-508	Yes	TL-DCP0012D	Mark Sense Recognition per form (capture doc breaks only during scan, plus scan price)	\$0.028
51-506; 51-508	Yes	TL-DCP0013	Mark Sense Form Printing (per form)	\$0.027
51-506; 51-508	Yes	TL-DCP0014	Bates Number Linking Setup Fee	N/C
51-506; 51-508	Yes	TL-DCP0015	Mark Sense Setup Fee	\$239.28
51-506; 51-508	Yes	IDDF-0001	Interim Database Deliverable Fee (Note 15)	\$46.35

Document Coding Pricing Assumptions

1. Documents will be processed over a mutually agreeable time frame
2. TechLaw Solutions will unitize documents according to client approved TechLaw unitization rules.
3. Attachments will be coded as separate documents.
4. If a Title is to be created or enhanced, approximately 15% of the titles will require creation and 15% enhancement. Created or enhanced titles will be coded from a review of the first paragraph of the document's text.
5. If a Date is to be estimated, an attempt to estimate the date will be made from data found within the document.
6. For Bates Number coding, a single number will be captured from each page through an image linking process. This number will be sequential with few gaps, and it will be assigned by the client in advance of processing.
7. The client will provide approved organization and document type codes.
8. Personal and organization names will not be linked or assumed. Personal or organizational titles will not be coded.

9. *Price is for Addressee and Copyee entries in excess of a project wide average of 5 per document*
 10. *Pricing includes a weekly reporting of project statistics.*
 11. *ODCs (shipping, long distance, etc) will be billed at cost plus 15%.*
 12. *Discounts may be negotiated, case by case, for contracts covering multiple projects (also known as a preferred vendor agreements) or for contracts*
 13. *Assumes one prefix per folder, sequential within a folder, and less than 10 (each) gaps, suffixes, unnumbered pages and duplicates per box or hourly linking fees of \$35/hour will apply.*
 14. *Includes tiered QC wherein 100% QC is performed on new coder batches until we are satisfied the coders fully understand and are properly applying the coding rules to the document population. We then continue to QC all coded work product by inspecting every coded batch using a tiered approach that is customized to the project and individual requirements to ensure that the requisite quality is continually achieved*
 15. *The first deliverable is provided at no charge. Second and subsequent deliverables are charged.*
- * Prices include 0.75% Industrial Funding Fee*

3. TechLaw Solutions Basic Document Conversion Services

SIN #	Yr 2000 Compliant	Manufacturer Model No.	Product Description	GSA Price* Vol. Range 1	GSA Price* Vol. Range 2	GSA Price* Vol. Range 3
-------	-------------------	------------------------	---------------------	-------------------------	-------------------------	-------------------------

*Volume Range 1 – 1 to 250,000 pages

*Volume Range 2 – 250,001 to 500,000 pages

*Volume Range 3 – 500,001 pages and above

TIF Image Conversion						
51-506; 51-508	Yes	TL-DS0001A	Scan Level 3 - Prep and Reassembly, and one level physical binding (Note 4)	\$0.181	\$0.181	\$0.172
51-506; 51-508	Yes	TL-DS0004A	Scan Level 2 - Prep and Reassembly, and one level physical binding (Note 4)	\$0.134	\$0.124	\$0.115
51-506; 51-508	Yes	TL-DS0005	Scan Level 1 - no prep or reassembly (Note 4)	\$0.096	\$0.096	\$0.086
51-506; 51-508	Yes	TL-DS0007	OCR Processing	\$0.047	\$0.037	\$0.037
51-506; 51-508	Yes	TL-DS0008	Small Project Setup Fee (see note 8)	N/C	N/A	N/A
51-506; 51-508	Yes	TL-DS0009	Additional QC – 100% scan review by a second operation	\$0.057	\$0.057	\$0.057
51-506; 51-508	Yes	TL-DS0010	Glasswork surcharge	\$0.047	\$0.047	\$0.047
PDF Image Conversion (subject to image file format conversion setup fee)						
51-506; 51-508	Yes	PDF-0001	PDF convert from TIF (Image Only format). If from paper, price is the same as scanning prices.	\$0.009	\$0.009	\$0.009
51-506; 51-508	Yes	PDF-0002	PDF (image + text) convert from TIF . If from paper, price is scanning price plus OCR above.	\$0.056	\$0.046	\$0.046

*Prices include 0.75% Industrial Funding Fee.

4. TechLaw Solutions Additional Document Conversion Services

SIN #	Yr 2000 Compliant	Manufacturer Model No.	Product Description	GSA price* Vol. Range 1	GSA price* Vol. Range 2	GSA price* Vol. Range 3
-------	-------------------	------------------------	---------------------	-------------------------	-------------------------	-------------------------

*Volume Range 1 – 1 to 250,000 pages

*Volume Range 2 – 250,001 to 500,000 pages

*Volume Range 3 – 500,001 pages and above

Additional Conversion Services						
51-506; 51-508	Yes	OCS-0001	Image Blowback to Paper (see note 10)	\$0.053	\$0.053	\$0.053
51-506; 51-508	Yes	OCS-0001A	Image Blowback Reassembly (staples and clips; up to 2 levels)	\$0.028	\$0.028	\$0.028
51-506; 51-508	Yes	OCS-0002	Image Endorsement (Text Overlays)	\$0.009	\$0.009	\$0.009
51-506; 51-508	Yes	OCS-0003	Image Flagging (see note 11)	\$0.038	\$0.038	\$0.038
51-506; 51-508	Yes	OCS-0003A	Second Level Binding Flagging (attachment flagging)	\$0.019	\$0.019	\$0.019
51-506; 51-508	Yes	OCS-0004	Image File Format Conversion – except PDF to TIF (per page)	\$0.009	\$0.009	\$0.009
51-506; 51-508	Yes	OCS-0004A	Image File Format Conversion - PDF to TIF (per page)	\$0.027	\$0.027	\$0.027
51-506; 51-508	Yes	OCS-0005	Image File Format Conversion (setup fee)	\$214.09	\$214.09	\$214.09
51-506; 51-508	Yes	OCS-0006	Image Index Database Conversion (per page)	\$0.0047	\$0.0047	\$0.0047
51-506; 51-508	Yes	OCS-0006A	Image Index Database Conversion (bib only, per record)	\$0.0047	\$0.0047	\$0.0047
51-506; 51-508	Yes	OCS-0007	Image Index Database Conversion (setup fee)	\$428.19	\$428.19	\$428.19
51-506; 51-508	Yes	OCS-0007A	Production Sub-setting Fee (per page; minimum \$250)	\$0.009	\$0.009	\$0.009
51-506; 51-508	Yes	OCS-0008	Database Reference Linking (per page)	\$0.029	\$0.029	\$0.029
51-506; 51-508	Yes	OCS-0008a	Database Reference Linking (99% clean, per page)	\$0.019	\$0.019	\$0.019
51-506; 51-508	Yes	OCS-0009	Database Reference Linking (setup fee)	N/C		
51-506; 51-508	Yes	OCS-0010	Data Deliverable (includes CD-ROM media, per CD)	\$22.67	\$22.67	\$22.67
51-506; 51-508	Yes	OCS-0010A	Data Deliverable (includes DVD media, per DVD)	\$48.36	\$48.36	\$48.36
51-506; 51-508	Yes	OCS-0011	Large Format B&W Scanning (up to 36" x 48")	\$2.37	\$2.37	\$2.37

SIN #	Yr 2000 Compliant	Manufacturer Model No.	Product Description	GSA price* Vol. Range 1	GSA price* Vol. Range 2	GSA price* Vol. Range 3
51-506; 51-508	Yes	OCS-0012	Color Scanning (24 bit, up to 8 1/2" x 14"	\$0.93	\$0.93	\$0.93
51-506; 51-508	Yes	OCS-0013	Lexpose' (electronic discovery) Processing Opt 1 - Office automation files, plus e-mail messages and attachments fully processed with images (note 9)	\$1.115	\$0.106	\$0.096
51-506; 51-508	Yes	OCS-0014	Lexpose' (electronic discovery) Processing (per GB) – Unfiltered Office automation files, plus e-mail messages and attachments fully processed with images (note 9)	\$2,392.81 (<21GB)	\$2115.75 (21-100GB)	\$1,914.25 (>100)
51-506; 51-508	Yes	OCS-0015	Lexpose' (electronic discovery) Processing (per GB) – Unfiltered Office automation files, plus e-mail messages and attachments TEXT EXTRACTION ONLY (note 9)	\$237.77 (<21GB)	\$210.57 (21-100GB)	\$191.43 (>100)

* Prices include 0.75% Industrial Funding Fee

Document Conversion Services Pricing Assumptions

1. All prices are per page for a single image format (TIF, PDF Image Only, others)
2. All scanning prices include up to 5 fields coded at the batch level. Batches must average a minimum of 400 pages each, and field entries must be no longer than 60 characters each.
3. Volume thresholds go into effect on the first image of the threshold range, i.e., images 1 to 250,000 are charged at the price listed for that volume, images 250,001 and up are charged at the price listed for that volume.
4. Scan Level Notes

Scan Level 1 - Assumes first generation photocopies or prints of electronic files, some binder clips or rubber bands (no more than 10 binding elements per box), all letter-sized and single-sided paper, no folders or redwelds, no binder flagging, no post-its, and no color or oversized pages.

Scan Level 2 - Assumes photocopies in fair condition, an average of up to 10 file redwelds or file folders per box, an average of up to 5 sticky notes per box, with staples, binders clips and rubber banded sections averaging 5 pages or more per section, and no more than 5% of the pages oversized, undersized, two-sided, and permanently bound or otherwise not capable of running through an auto feeder.

Scan Level 3 - Assumes originals or working set of photocopies, a variety of paper sizes, an average of up to 15 redwelds or file folders per box, an average of up to 10 sticky notes per box, with staples, binders clips and rubber banded sections averaging 3 pages or more per section, and no more than 25% of the pages oversized, undersized, two-sided, and permanently bound or otherwise not capable of running through an auto feeder.

5. No Prep means that the documents are scan ready and do not require the removal or re-application of bindings.
6. Mixed Paper means that the paper is a combination of auto feed paper and paper of different size, orientation, quality, etc. Mixed paper collections should have 95 percent or more of the paper of the same size and capable of running through an auto feed scanner (e.g. not be onion skin or unusually thick paper).
7. OCR means that each page is run through an Optical Character Recognition process that converts the digitized images into ASCII text.
8. A setup fee may be required for projects of less than 50,000 pages.
9. Data preparation for Lexpose processing, if required, will be provided on an hourly rate basis.
10. Printing electronic files (Word documents, spreadsheets, etc.) also requires labor hours for set up and processing these files for printing.
11. For characteristics

5. TechLaw Solutions Labor Services (Applicable to SINs 51-501, 51-504, 51-506, 51-508 and 51-509)

Labor Category	GSA Price* 5/03-12/03	GSA Price* 1/04 -5/04	GSA Price* 5/04 -5/05	GSA Price* 5/05 -5/06	GSA Price* 5/06 -5/07	GSA Price* 5/07 -5/08
Program Manager	\$149.01	\$148.64	\$153.10	\$157.69	\$162.42	\$167.30
Project Director	\$111.26	\$110.98	\$114.31	\$117.74	\$121.28	\$124.91
Project Manager	\$85.26	\$85.05	\$87.60	\$90.23	\$92.94	\$95.72
Coding Supervisor	\$49.74	\$49.62	\$51.11	\$52.64	\$54.22	\$55.84
Team Leader (Sr. Document Analyst)	\$32.78	\$32.70	\$33.68	\$34.69	\$35.73	\$36.80
Document Analyst (Coder)	\$21.74	\$21.69	\$22.34	\$23.01	\$23.70	\$24.41
Control Coordinator	\$32.81	\$32.73	\$33.71	\$34.72	\$35.76	\$36.84
Coding/Data Entry Database Designer	\$88.86	\$88.64	\$91.30	\$94.04	\$96.86	\$99.77
Scanning Technician	\$19.24	\$19.19	\$19.77	\$20.36	\$20.97	\$21.60
Senior Systems Analyst	\$86.08	\$85.87	\$88.44	\$91.10	\$93.83	\$96.64
Systems Analyst	\$68.66	\$68.49	\$70.54	\$72.66	\$74.84	\$77.09
Senior Programmer	\$88.89	\$88.67	\$91.33	\$94.07	\$96.89	\$99.80
Programmer	\$69.74	\$69.57	\$71.65	\$73.80	\$76.02	\$78.30
Senior LAN Administrator	\$91.05	\$90.82	\$93.55	\$96.36	\$99.25	\$102.22
LAN Administrator	\$67.78	\$67.61	\$69.64	\$71.73	\$73.88	\$76.10
Application Integration Specialist	\$132.68	\$132.35	\$136.32	\$140.41	\$144.62	\$148.96
Application Integration Consultant	\$166.11	\$165.70	\$170.67	\$175.79	\$181.06	\$186.50
Application Trainer	\$121.98	\$121.68	\$125.33	\$129.09	\$132.96	\$136.95
Senior Staff Consultant	\$86.38	\$86.17	\$88.75	\$91.41	\$94.16	\$96.98
Staff Consultant	\$55.86	\$55.72	\$57.39	\$59.12	\$60.89	\$62.72
Associate Staff Consultant	\$40.73	\$40.63	\$41.85	\$43.10	\$44.40	\$45.73
Environmental Scientist	\$82.79	\$82.59	\$85.06	\$87.61	\$90.24	\$92.95
Web Developer	\$82.69	\$82.49	\$84.96	\$87.51	\$90.13	\$92.84
Web Designer	\$78.01	\$77.82	\$80.15	\$82.56	\$85.03	\$87.58
Database Administrator	\$70.91	\$70.73	\$72.86	\$75.04	\$77.29	\$79.61
Database Analyst	\$77.13	\$76.94	\$79.25	\$81.62	\$84.07	\$86.60
Database Designer	\$85.02	\$84.81	\$87.35	\$89.97	\$92.67	\$95.45

* IFF changed on 1/1/04 from 1% to .75% and is included in the labor rates

6. TechLaw Solutions Labor Category Descriptions (Applicable to SINS 51-501, 51-504, 51-506, 51-508 and 51-509)

Program Manager

Minimum/General Experience – Ten years of related experience and eight years of management experience.

Functional Responsibilities -- Manages the overall contract with the GSA and client Agencies. Manages the delivery order process, reporting requirements and contract specific requirements for a variety of information and document management projects, including litigation support. Consults with COTR and other government personnel to minimize costs and maximize efficiency in achieving stated requirements.

Minimum Education -- Masters degree or equivalent additional experience.

Project Director (DPC Manager)

Minimum/General Experience -- Ten years of related experience.

Functional Responsibilities -- Counsels client in matters of cost, design and control; attends design meeting; drafts *Coding Manual* and *Document Processing Specification* for client approval; determines imaging, OCR and coded data workflow requirements; determines scheduling and staffing requirements; monitors various projects status; reviews work product and deliverables; supervises Project Manager. Projects include a variety of information and document management projects, as well as litigation support.

Minimum Education -- Bachelor's degree or equivalent additional experience.

Project Manager

Minimum/General Experience -- Six or more years related experience.

Functional Responsibilities -- Creates project timeline to meet schedule; generates project status reports; allocates staffing needed to meet deadlines; tracks project progress; drafts project work flow and control documentation; evaluates the performance of staff; attends project meetings with client; determines supplies, space and resource requirements; recommends project staff configuration; samples work quality and evaluates QA reviews; performs counseling or provides commendations as needed; reviews pilot and final work product prior to client delivery; acts as client liaison on production and project status issues; checks for conflict and ensures confidentiality of work product; communicates with programming staff regarding project requirements and scheduling; conducts supervisory and production staff meetings; supervises Coding Supervisor and Control Coordinator. Projects include a variety of information and document management projects, as well as litigation support.

Minimum Education -- Bachelor's degree or equivalent technical training and experience.

Coding Supervisor

Minimum/General Experience -- Three or more years related experience.

Functional Responsibilities -- Manages project team leader(s); monitors daily staff performance; coordinates work flow with Imaging Group; monitors image backlog and maintains work flow; provides coder and quality controller training; interacts with support vendors; reviews work quality; interviews prospective Document Analysts; trains coders on simple design projects; identifies staff for counseling or commendation; drafts proposed "coder alerts"; drafts project specific image control and quality control forms; monitors data entry design changes; reviews data to ensure design and quality conformance; conducts staff meetings to discuss progress and changes; performs quality assurance. Projects include a variety of information and document management projects, as well as litigation support.

Minimum Education -- Bachelor's degree or equivalent technical training and experience.

Team Leader (Senior Document Analyst)

Minimum/General Experience -- Two or more years related experience.

Functional Responsibilities -- Manages a staff of up to 15 coders and/or QCers; assists with coder/Qcer training; coordinates identification of data entry design problems; collects and analyzes production rates; collects and analyzes QC forms; provides quality and production feedback to coders/QCers; maintains

statistics on coder/QC'er production and quality; identifies coders for QC; supervises quality assurance review; recommends handling criteria for problem documents; performs quality assurance. Supervises a team of Document Analysts performing coding or quality control. Projects include a variety of information and document management projects, as well as litigation support.

Minimum Education -- Bachelor's degree (or equivalent experience).

Document Analyst (Coder)

Minimum/General Experience -- One year of related experience.

Functional Responsibilities -- Codes/QCs documents; maintains daily individual processing statistics; meets quality, attendance and production standards; records batch discrepancies and exceptions; follows coding manual and coder alert instructions; reports problems with documents not matching the coding design; reports equipment or software problems; provides constructive feedback to coders (via Team Leaders). Projects include a variety of information and document management projects, as well as litigation support.

Minimum Education -- High school diploma (or GED).

Document Control Coordinator

Minimum/General Experience -- One or more years related experience.

Functional Responsibilities -- Monitors image processing status and records images ready for document coding; reviews images prior to coding to identify potential problems; creates image batches for coding and assigns batch control numbers; tracks work backlog and batch processing status; creates backlog and processing reports; creates batch forms and identifies gaps and other document problems on batch forms; monitors batch sign-out and return on processing log; prepares documents for return to client; prints QC Reports and prepares batches for QC; trains and supervises document numbering clerks; coordinates box and image delivery with Imaging Group.

Minimum Education -- Bachelor's degree or equivalent technical training and experience.

Coding/Data Entry Database Designer

Minimum/General Experience -- Eight or more years related experience.

Functional Responsibilities -- Meets with Project Director and Project Manager to discuss data entry and deliverable formats as detailed in the *Document Processing Specifications*; creates data entry screens; designs edit and QC reports; performs ad hoc reports as needed; designs data deliverable format; creates data files for delivery.

Minimum Education -- Bachelor's degree in Computer Science, Engineering, Math, Business, or equivalent technical training and experience.

Scanning Technician

Minimum/General Experience -- One to three or more years related experience.

Functional Responsibilities -- Under direct supervision, conducts document preparation, data entry, scanning and conversion activities applying standard quality assurance and control practices and procedures. Makes use of standard software and hardware, capable of producing quality assurance programs, routines and reports.

Minimum Education -- High School diploma (or GED).

Senior Systems Analyst

Minimum/General Experience -- Six or more years related experience.

Functional Responsibilities -- Conducts user requirements, system design and implementation of applications which are administrative or business-oriented in nature. Develops and formulates solutions to a wide range of business, product, or technical problems using specialized expertise and/or project leadership and interpersonal communication skills. Able to work independently on all phases of specific technical programs or projects. Performs systems integration, design and implementation of applications which are administrative or business-oriented in nature. Develops and formulates solutions to a wide range of business, product, or technical problems using specialized expertise and/or project leadership

and interpersonal communication skills. Directs others in problems resolution, fact finding, evaluations based on data analysis, develop formal presentations, and documentation to ensure timely completion of the project.

Minimum Education -- Bachelor's degree in Computer Science, Engineering, Math, Business, or equivalent technical training and experience.

Systems Analyst

Minimum/General Experience -- Four to five or more years related experience.

Functional Responsibilities -- Under general supervision, assists in the design and implementation of applications which are administrative or business-oriented in nature. Assists in the development and formulation of solutions to a wide range of business, product, or technical problems using general experience. Develops specifications, test plans, and program logic flow charts from user requirements. Participates in system test functions. Problem resolution, fact finding, conducting evaluations based on data analysis, develop formal presentations, and documentation to ensure timely completion of the project.

Minimum Education -- Bachelor's degree in Computer Science, Engineering, Math, Business, or equivalent technical training and experience.

Senior Programmer

Minimum/General Experience -- Eight or more years related experience.

Functional Responsibilities -- Manages and/or devises routines in new or modifications to complex computer programs. Oversees development of program specifications, test plans and program logic flow charts from user requirements. Directs development of coding, testing, debugging, modification and installation.

Minimum Education -- Bachelor's degree in Computer Science, Engineering, Math, Business, or equivalent technical training and experience.

Programmer

Minimum/General Experience -- Four to five or more years related experience.

Functional Responsibilities -- Under general supervision, devise routines to modify complex computer programs, test plans, and program logic flow charts from user requirements. Codes, tests, debugs, modifies and installs maintenance or new operating programs and procedures in coordination with computer operations and users. Participates in system test functions.

Minimum Education -- Bachelor's degree in Computer Science, Engineering, Math, Business, or equivalent technical training and experience.

Senior LAN Administrator

Minimum/General Experience -- Eight or more years related experience.

Functional Responsibilities -- Perform system maintenance on the Local Area Network (LAN). Responsibilities include design, install, and maintenance of the LAN system. Provide technical support for the LAN-related ADP equipment and software, including study and analysis of various alternatives, as well as testing and demonstration of equipment and software. Provide technical assistance in the planning, testing, and integration of new LAN equipment.

Minimum Education -- Bachelor's degree in Computer Science, Engineering, Math, or equivalent technical training and experience.

LAN Administrator

Minimum/General Experience -- Six or more years related experience.

Functional Responsibilities -- Perform system maintenance on the Local Area Network (LAN). Responsibilities include design, install, and maintenance of the LAN system. Provide technical support for the LAN-related ADP equipment and software, including study and analysis of various alternatives, as well as testing and demonstration of equipment and software. Provide technical assistance in the planning, testing, and integration of new LAN equipment.

Minimum Education -- Bachelor's degree in Computer Science, Engineering, Math, or equivalent technical training and experience.

Application Integration Specialist

Minimum/General Experience -- Four to five or more years related experience including experience with Intellex, FolioViews, Concordance and Summation, (and similar) TechLaw supported software.

Functional Responsibilities -- Under general supervision, assists in the design configuration and implementation of Intellex, FolioViews, Concordance and Summation, (and similar) TechLaw supported software. Assists in the development and formulation of solutions to a wide range of business, product, or technical problems using general experience. Develops specifications, test plans, and program logic flow charts from user requirements. Participates in system testing, problem solving, fact finding, conducting evaluations based on data analysis, and developing documentation to ensure timely completion of the project.

Minimum Education -- Bachelor's degree in Computer Science, Engineering, Math, Business, or equivalent technical training and experience.

Application Integration Consultant

Minimum/General Experience -- Six or more years related experience, including experience involving installation of Intellex, FolioViews, Concordance, Concordance and Summation, (and similar) TechLaw supported software.

Functional Responsibilities -- Conducts user requirements, system design and implementation of Intellex, FolioViews, Concordance and Summation, (and similar) TechLaw supported application software. Develops and formulates software configuration designs using specialized expertise and/or project leadership and interpersonal communication skills. Able to work independently on all phases of specific technical programs or projects. Representative responsibilities include project management, systems integration, design and implementation (application configuration and integration) of these supported applications, associated database (e.g., Sybase SQL, MS SQL, etc.) and network hardware/software implementation (e.g., including hardware and network integration) as required. Performs, and directs others in, problem solving, fact finding, evaluations based on data analysis, and developing documentation to ensure timely completion of the project.

Minimum Education -- Bachelor's degree in Computer Science, Engineering, Math, Business, or equivalent technical training and experience.

Application Trainer

Minimum/General Experience -- Technical training and experience with Intellex, FolioViews, Concordance, Concordance and Summation, (and similar) TechLaw supported applications software, and six or more years related experience.

Functional Responsibilities -- Conducts user training on Intellex, FolioViews, Concordance and Summation, (and similar) TechLaw supported application software. Develops and formulates training approach and associated training materials, using specialized expertise and/or project leadership and interpersonal communication skills. Able to work independently on all phases of training.

Minimum Education -- Bachelor's degree in Computer Science, Engineering, Math, Business, or equivalent technical training and experience.

Senior Staff Consultant (Senior Researcher/Attorney)

Minimum/General Experience -- Eight years of experience directly related to the required tasks.

Functional Responsibilities -- This person plans, conducts and supervises assignment. Assignments are varied and require some originality and ingenuity. This individual estimates budgets and schedules work to meet completion dates. This individual directs assistants, reviews progress and evaluates results. This individual makes changes in methods, if necessary. This individual operates with latitude for un-reviewed actions and decisions. This individual assists in the review and examination of work product and may be required to testify regarding their development. This individual, with client approval, coordinates information development and is the primary investigator, responsible for identifying information sources and information

acquisition. This person conducts interviews, record collection, legal research, prepares responses to interrogatories, and identifies regulatory requirements.

Minimum Education -- MS/MA or second highest level of certification in the field of expertise being required by the client or BS/BA (or equivalent technical training and experience) with one additional year of experience directly related to the required tasks.

Staff Consultant (Researcher)

Minimum/General Experience -- Four years of experience directly related to the required tasks.

Functional Responsibilities -- This individual carries out assignments associated with projects that are related to the client scope of work. This individual translates technical guidance received from the Team or Project Leader (or equivalent) and applies the information in performance of assignments. For less complex tasks, this individual would work independently. This individual coordinates the activities of the junior personnel. Work assignments are varied and require some originality and ingenuity. This individual, with client approval, is a principal investigator, responsible for identifying information sources and information acquisition. This individual is capable of developing, updating, and maintaining new and/or existing databases related to the work being performed. This individual conducts interviews and record collection.

Minimum Education -- BS/BA or equivalent technical training and experience.

Associate Staff Consultant (Assistant Researcher)

Minimum/General Experience -- Two years of experience directly related to the required tasks.

Functional Responsibilities -- This individual carries out assignments associated with projects that are related to the client scope of work. This individual works under the supervision of a Team Leader or Project Manager (or equivalent). This individual gathers information and performs routine tasks and analyses. This individual works on less complicated and complex assignments where minimum evaluation is required. For specific less complex tasks, this individual works independently. This individual is capable of maintaining existing databases as related to the work being performed. This individual assists with record collection activities.

Minimum Education -- BS/BA or equivalent technical training and experience.

Environmental Scientist

Minimum/General Experience -- Eight years of experience directly related to the required tasks.

Functional Responsibilities -- This individual provides technical support regarding scientific issues pertaining to needs analysis, information acquisition, and database preparation (including GIS and modeling). Assignments are varied and require some originality and ingenuity.

Minimum Education -- Masters of Science degree, or equivalent additional experience.

Database Administrator

Minimum/General Experience -- Four years of experience with specific expertise in one or more of the following: relational and object-oriented applications including FoxPro, MS Access, Sybase, and MS SQL server.

Functional Responsibilities -- Responsible for designing logical and physical databases; establishing physical database parameters; coding database descriptions and specifying identifiers of database to database management system; specifying user access level for each segment of one or more data items; testing and correcting errors; and entering code to create production database.

Minimum Education -- Bachelors degree in Computer Science, Engineering, Math, Business, or equivalent technical training and experience.

Web Developer

Minimum/General Experience -- Two or more years of related experience.

Functional Responsibilities -- Works closely with programmers and Web Designer to design and script highly interactive web interfaces; creates and uses code libraries; ensures cross-browser support and

code for efficient use of bandwidth. Also responsible for creating technical methodologies for engineering solutions to Web-based development issues.

Minimum Education – Bachelors degree or equivalent technical training and experience.

Web Designer

Minimum/General Experience – Two or more years of related experience.

Functional Responsibilities – Conceives, designs and refines creative assets for web sites and banners. Creates world-class designs that align with business requirements and brand identity.

Minimum Education – Bachelors degree or equivalent technical training and experience.

Database Analyst

Minimum/General Experience – Four years of experience with specific expertise in one or more of the following: relational or N-tier applications including FoxPro, MS Access, Sybase, and MS SQL server.

Functional Responsibilities – Updates, and maintains databases, including adding database structures and writing stored procedures.

Minimum Education – Bachelors degree in Computer Science, Engineering, Math, Business, or equivalent technical training and experience.

Database Designer

Minimum/General Experience – Eight or more years of related experience.

Functional Responsibilities – Designs, implements, and administers mission-critical client/server databases.

Minimum Education – Bachelors degree in Computer Science, Engineering, Math, Business, or equivalent technical training and experience.

7. Modern Micro Conversion Services

SIN	Manufacturer's Name	Mfr's Part Number	TechLaw Part Number	Product Description	GSA Price with IFF (\$)
1 MICROFILM - SCAN TO LOSSLESS BITONAL IMAGE (Group 4 TIFF)* **					
51-506; 51-508	Modern Micro Imaging, Inc.	SR-B162	TL-SR-B162	Scan Microfilm (16mm) to Bitonal Group 4 TIFF 200dpi, per frame	\$0.0709
51-506; 51-508	Modern Micro Imaging, Inc.	SR-B163	TL-SR-B163	Scan Microfilm (16mm) to Bitonal Group 4 TIFF 300dpi, per frame	\$0.0887
51-506; 51-508	Modern Micro Imaging, Inc.	SR-B164	TL-SR-B164	Scan Microfilm (16mm) to Bitonal Group 4 TIFF 400dpi, per frame	\$0.1064
51-506; 51-508	Modern Micro Imaging, Inc.	SR-B352	TL-SR-B352	Scan Microfilm (35mm) to Bitonal Group 4 TIFF 200dpi, per frame	\$0.1419
51-506; 51-508	Modern Micro Imaging, Inc.	SR-B353	TL-SR-B353	Scan Microfilm (35mm) to Bitonal Group 4 TIFF 300dpi, per frame	\$0.1773
51-506; 51-508	Modern Micro Imaging, Inc.	SR-B354	TL-SR-B354	Scan Microfilm (35mm) to Bitonal Group 4 TIFF 400dpi, per frame	\$0.2128
2 MICROFILM - SCAN TO 8-BIT LOSSY GRAYSCALE IMAGE (JPEG)* **					
51-506; 51-508	Modern Micro Imaging, Inc.	SR-G161	TL-SR-G161	Scan Microfilm (16mm) to Grayscale JPEG 150dpi, per frame	\$0.0798
51-506; 51-508	Modern Micro Imaging, Inc.	SR-G162	TL-SR-G162	Scan Microfilm (16mm) to Grayscale JPEG 200dpi, per frame	\$0.0887
51-506; 51-508	Modern Micro Imaging, Inc.	SR-G163	TL-SR-G163	Scan Microfilm (16mm) to Grayscale JPEG 300dpi, per frame	\$0.1108
51-506; 51-508	Modern Micro Imaging, Inc.	SR-G164	TL-SR-G164	Scan Microfilm (16mm) to Grayscale JPEG 400dpi, per frame	\$0.1596
51-506; 51-508	Modern Micro Imaging, Inc.	SR-G351	TL-SR-G351	Scan Microfilm (35mm) to Grayscale JPEG 150dpi, per frame	\$0.1596
51-506; 51-508	Modern Micro Imaging, Inc.	SR-G352	TL-SR-G352	Scan Microfilm (35mm) to Grayscale JPEG 200dpi, per frame	\$0.1773
51-506; 51-508	Modern Micro Imaging, Inc.	SR-G353	TL-SR-G353	Scan Microfilm (35mm) to Grayscale JPEG 300dpi, per frame	\$0.2217
51-506; 51-508	Modern Micro Imaging, Inc.	SR-G354	TL-SR-G354	Scan Microfilm (35mm) to Grayscale JPEG 400dpi, per frame	\$0.2660
3 MICROFILM - SCAN TO 8-BIT LOSSLESS GRAYSCALE IMAGE (Uncompressed TIFF)* **					
51-506; 51-508	Modern Micro Imaging, Inc.	SR-Z163	TL-SR-Z163	Scan Microfilm (16mm) to Uncompressed Grayscale TIFF 300dpi, per frame	\$0.3546
51-506; 51-508	Modern Micro Imaging, Inc.	SR-Z164	TL-SR-Z164	Scan Microfilm (16mm) to Uncompressed Grayscale TIFF 400dpi, per frame	\$0.4256
51-506; 51-508	Modern Micro Imaging, Inc.	SR-Z353	TL-SR-Z353	Scan Microfilm (35mm) to Uncompressed Grayscale TIFF 300dpi, per frame	\$0.7093
51-506; 51-508	Modern Micro Imaging, Inc.	SR-Z354	TL-SR-Z354	Scan Microfilm (35mm) to Uncompressed Grayscale TIFF 400dpi, per frame	\$0.8511
4 MICROFICHE - SCAN TO LOSSLESS BITONAL IMAGE (Group 4 TIFF)* **					
51-506; 51-508	Modern Micro Imaging, Inc.	SF-B12	TL-SF-B12	Scan Microfiche, 60- to 98-frame (12x5 to 14x7 cols/rows) to Bitonal G4 TIFF 200dpi, per frame	\$0.1064
51-506; 51-508	Modern Micro Imaging, Inc.	SF-B13	TL-SF-B13	Scan Microfiche, 60- to 98-frame (12x5 to 14x7 cols/rows) to Bitonal G4 TIFF 300dpi, per frame	\$0.1153
51-506; 51-508	Modern Micro Imaging, Inc.	SF-B14	TL-SF-B14	Scan Microfiche, 60- to 98-frame (12x5 to 14x7 cols/rows) to Bitonal G4 TIFF 400dpi, per frame	\$0.1419
51-506; 51-508	Modern Micro Imaging, Inc.	SF-B22	TL-SF-B22	Scan Microfiche, 208- to 270-frame (16x13 to 18x15 cols/rows) to Bitonal Group 4 TIFF 200dpi, per frame	\$0.0975
51-506; 51-508	Modern Micro Imaging, Inc.	SF-B23	TL-SF-B23	Scan Microfiche, 208- to 270-frame (16x13 to 18x15 cols/rows) to Bitonal Group 4 TIFF 300dpi, per frame	\$0.1064
51-506; 51-508	Modern Micro Imaging, Inc.	SF-B24	TL-SF-B24	Scan Microfiche, 208- to 270-frame (16x13 to 18x15 cols/rows) to Bitonal Group 4 TIFF 400dpi, per frame	\$0.1330
5 MICROFICHE - SCAN TO LOSSY Compressed JPEG GREAYSCALE IMAGE(JPEG)* **					
51-506; 51-508	Modern Micro Imaging, Inc.	SF-G11	TL-SF-G11	Scan Microfiche, 60- to 98-frame (12x5 to 14x7 cols/rows) to Grayscale JPEG 150dpi, per frame	\$0.1374
51-506; 51-508	Modern Micro Imaging, Inc.	SF-G12	TL-SF-G12	Scan Microfiche, 60- to 98-frame (12x5 to 14x7 cols/rows) to Grayscale JPEG 200dpi, per frame	\$0.1419
51-506; 51-508	Modern Micro Imaging, Inc.	SF-G13	TL-SF-G13	Scan Microfiche, 60- to 98-frame (12x5 to 14x7 cols/rows) to Grayscale JPEG 300dpi, per frame	\$0.1507
51-506; 51-508	Modern Micro Imaging, Inc.	SF-G14	TL-SF-G14	Scan Microfiche, 60- to 98-frame (12x5 to 14x7 cols/rows) to Grayscale JPEG 400dpi, per frame	\$0.1640
51-506; 51-508	Modern Micro Imaging, Inc.	SF-G21	TL-SF-G21	Scan Microfiche, 208- to 270-frame (16x13 to 18x15 cols/rows) to Grayscale JPEG 150dpi, per frame	\$0.1330
51-506; 51-508	Modern Micro Imaging, Inc.	SF-G22	TL-SF-G22	Scan Microfiche, 208- to 270-frame (16x13 to 18x15 cols/rows) to Grayscale JPEG 200dpi, per frame	\$0.1374
51-506; 51-508	Modern Micro Imaging, Inc.	SF-G23	TL-SF-G23	Scan Microfiche, 208- to 270-frame (16x13 to 18x15 cols/rows) to Grayscale JPEG 300dpi, per frame	\$0.1463
51-506; 51-508	Modern Micro Imaging, Inc.	SF-G24	TL-SF-G24	Scan Microfiche, 208- to 270-frame (16x13 to 18x15 cols/rows) to Grayscale JPEG 400dpi, per frame	\$0.1596
See Microfiche Title Capture in Section 18.					
6 MICROFICHE - SCAN TO 8-BIT LOSSLESS GRAYSCALE IMAGE (Uncompressed TIFF)* **					
51-506; 51-508	Modern Micro Imaging, Inc.	SF-Z12	TL-SF-Z12	Scan Microfiche, 60- to 98-frame (12x5 to 14x7 cols/rows) to Grayscale TIFF, 300dpi, per frame	\$0.3458
51-506; 51-508	Modern Micro Imaging, Inc.	SF-Z13	TL-SF-Z13	Scan Microfiche, 60- to 98-frame (12x5 to 14x7 cols/rows) to Grayscale TIFF, 400dpi, per frame	\$0.4256
51-506; 51-508	Modern Micro Imaging, Inc.	SF-Z22	TL-SF-Z22	Scan Microfiche, 208- to 270-frame (16x13 to 18x15 cols/rows) to Grayscale TIFF, 300dpi, per frame	\$0.3192
51-506; 51-508	Modern Micro Imaging, Inc.	SF-Z23	TL-SF-Z23	Scan Microfiche, 208- to 270-frame (16x13 to 18x15 cols/rows) to Grayscale TIFF, 400dpi, per frame	\$0.3990
See Microfiche Title Capture in Section 18.					

SIN	Manufacturer's Name	Mfr's Part Number	TechLaw Part Number	Product Description	GSA Price with IFF (\$)
7 SINGLE FRAME SCANNING - MICROFILM & MICROFICHE (Media Load Charge applies to all) †					
51-506; 51-508	Modern Micro Imaging, Inc.	SS-R1	TL-SS-R1	Microfilm Load Charge (16mm or 35mm), per roll loaded	\$8.8660
132.51	Modern Micro Imaging, Inc.	SS-R16B	TL-SS-R16B	Scan individual Microfilm frame (16mm) 200-400dpi to Bitonal Group 4 TIFF (lossless image)*, per frame	\$0.6206
51-506; 51-508	Modern Micro Imaging, Inc.	SS-R16G	TL-SS-R16G	Scan individual Microfilm frame (16mm) to Grayscale JPEG (lossy image)* 200-400dpi, per frame	\$0.6384
51-506; 51-508	Modern Micro Imaging, Inc.	SS-R16Z	TL-SS-R16Z	Scan individual Microfilm frame (16mm) to Grayscale TIFF (uncompressed lossless image)** 200-400dpi, per frame	\$0.7979
51-506; 51-508	Modern Micro Imaging, Inc.	SS-R35B	TL-SS-R35B	Scan individual Microfilm frame (35mm) to Bitonal Group 4 TIFF (lossless image)* 200-400dpi, per frame	\$1.0639
51-506; 51-508	Modern Micro Imaging, Inc.	SS-R35G	TL-SS-R35G	Scan individual Microfilm frame (35mm) to Grayscale JPEG (lossy image)* 200-400dpi, per frame	\$1.2767
51-506; 51-508	Modern Micro Imaging, Inc.	SS-R35Z	TL-SS-R35Z	Scan individual Microfilm frame (35mm) to Grayscale TIFF (uncompressed lossless image)** 200-400dpi	\$1.5959
51-506; 51-508	Modern Micro Imaging, Inc.	SS-F1	TL-SS-F1	Microfiche Load Charge, per fiche loaded	\$5.1866
51-506; 51-508	Modern Micro Imaging, Inc.	SS-FB	TL-SS-FB	Scan Microfiche individual frame to Bitonal Group 4 TIFF (lossless image)* 200-400dpi, per frame	\$0.4433
51-506; 51-508	Modern Micro Imaging, Inc.	SS-FG	TL-SS-FG	Scan Microfiche individual frame to Grayscale JPEG (lossy image)* 200-400dpi, per frame	\$0.5320
51-506; 51-508	Modern Micro Imaging, Inc.	SS-FGZ	TL-SS-FGZ	Scan Microfiche individual frame to Grayscale TIFF (uncompressed lossless image)** 200-400dpi, per frame	\$1.7289
8 IMAGE FORMAT CONVERSION - TO ADOBE ACROBAT PDF & BOOKMARKING ††					
51-506; 51-508	Modern Micro Imaging, Inc.	FC-AA1B	TL-FC-AA1B	Convert letter-size (8.5"x11") Bitonal Group 4 TIFF to "PDF-Image Only" (non-searchable)	\$0.0222
51-506; 51-508	Modern Micro Imaging, Inc.	FC-AA1BE	TL-FC-AA1BE	Convert letter-size (8.5"x11") Bitonal Group 4 TIFF to "PDF-Searchable Image, Exact" (searchable)	\$0.0709
51-506; 51-508	Modern Micro Imaging, Inc.	FC-AA1G	TL-FC-AA1G	Convert letter-size (8.5"x11") Grayscale JPEG to "PDF-Image Only" (non-searchable)	\$0.0277
51-506; 51-508	Modern Micro Imaging, Inc.	FC-AA1GE	TL-FC-AA1GE	Convert letter-size (8.5"x11") Grayscale JPEG to "PDF-Searchable Image, Exact" (searchable)	\$0.0887
51-506; 51-508	Modern Micro Imaging, Inc.	FC-AA1GF	TL-FC-AA1GF	Convert letter-size (8.5"x11") Grayscale JPEG to "PDF-Formatted Text/Graphics" (searchable & editable)	\$0.0997
51-506; 51-508	Modern Micro Imaging, Inc.	FC-AA2B	TL-FC-AA2B	Convert legal-size (8.5"x14") Bitonal Group 4 TIFF to "PDF-Image Only" (non-searchable)	\$0.0310
51-506; 51-508	Modern Micro Imaging, Inc.	FC-AA2BE	TL-FC-AA2BE	Convert legal-size (8.5"x14") Bitonal Group 4 TIFF to "PDF-Searchable Image, Exact" (searchable)	\$0.0922
51-506; 51-508	Modern Micro Imaging, Inc.	FC-AA2BF	TL-FC-AA2BF	Convert legal-size (8.5"x14") Bitonal Group 4 TIFF to "PDF-Formatted Text/Graphics" (searchable & editable)	\$0.1038
51-506; 51-508	Modern Micro Imaging, Inc.	FC-AA2G	TL-FC-AA2G	Convert legal-size (8.5"x14") Grayscale JPEG to "PDF-Image Only" (non-searchable)	\$0.0388
51-506; 51-508	Modern Micro Imaging, Inc.	FC-AA2GE	TL-FC-AA2GE	Convert legal-size (8.5"x14") Grayscale JPEG to "PDF-Searchable Image, Exact" (searchable)	\$0.1153
51-506; 51-508	Modern Micro Imaging, Inc.	FC-AA2GF	TL-FC-AA2GF	Convert legal-size (8.5"x14") Grayscale JPEG to "PDF-Formatted Text/Graphics" (searchable & editable)	\$0.1297
51-506; 51-508	Modern Micro Imaging, Inc.	FC-AA3B	TL-FC-AA3B	Convert Arch/Eng Drawing (C- thru E-size) Bitonal Group 4 TIFF to "PDF-Image Only" (non-searchable)	\$0.0621
51-506; 51-508	Modern Micro Imaging, Inc.	FC-AA3G	TL-FC-AA3G	Convert Arch/Eng Drawing (C- thru E-size) Grayscale JPEG to "PDF-Image Only" (non-searchable)	\$0.0798
51-506; 51-508	Modern Micro Imaging, Inc.	FC-AAH1	TL-FC-AAH1	Insert PDF Bookmark (e.g., hyperlink a table of contents to its chapters), per bookmark	\$0.6650
9 APERTURE CARD - SCAN TO IMAGE (HOLLERITH CAPTURE OPTIONAL)					
51-506; 51-508	Modern Micro Imaging, Inc.	SA-B2	TL-SA-B2	Scan Aperture Card to Bitonal Group 4 TIFF 200dpi	\$0.3192
51-506; 51-508	Modern Micro Imaging, Inc.	SA-B3	TL-SA-B3	Scan Aperture Card to Bitonal Group 4 TIFF 300dpi	\$0.3546
51-506; 51-508	Modern Micro Imaging, Inc.	SA-B4	TL-SA-B4	Scan Aperture Card to Bitonal Group 4 TIFF 400dpi	\$0.4788
51-506; 51-508	Modern Micro Imaging, Inc.	SA-G1	TL-SA-G1	Scan Aperture Card to Grayscale JPEG 100dpi	\$1.2767
51-506; 51-508	Modern Micro Imaging, Inc.	SA-G15	TL-SA-G15	Scan Aperture Card to Grayscale JPEG 150dpi	\$1.9062
51-506; 51-508	Modern Micro Imaging, Inc.	SA-G2	TL-SA-G2	Scan Aperture Card to Grayscale JPEG 200dpi	\$2.8371
51-506; 51-508	Modern Micro Imaging, Inc.	SA-G3	TL-SA-G3	Scan Aperture Card to Grayscale JPEG 300dpi	\$4.5660
51-506; 51-508	Modern Micro Imaging, Inc.	SA-G4	TL-SA-G4	Scan Aperture Card to Grayscale JPEG 400dpi	\$7.3588
51-506; 51-508	Modern Micro Imaging, Inc.	SA-Z3	TL-SA-Z3	Scan Aperture Card to Grayscale TIFF (lossless/uncompressed)** 300dpi	\$6.0732
51-506; 51-508	Modern Micro Imaging, Inc.	SA-Z4	TL-SA-Z4	Scan Aperture Card to Grayscale TIFF (lossless/uncompressed)** 400dpi	\$8.6887
51-506; 51-508	Modern Micro Imaging, Inc.	SA-HD1	TL-SA-HD1	Read & Capture Hollerith card data; output to comma-delimited text file	\$0.0532

SIN	Manufacturer's Name	Mfr's Part Number	TechLaw Part Number	Product Description	GSA Price with IFF (\$)
10 MICROFILM & MICROFICHE - IMAGE PRINTS (BLOWBACKS)					
51-506: 51-508	Modern Micro Imaging, Inc.	BB-1N	TL-BB-1N	Letter-size (8.5"x11") print from negative Microfilm or Microfiche	\$0.2660
51-506: 51-508	Modern Micro Imaging, Inc.	BB-1P	TL-BB-1P	Letter-size (8.5"x11") print from positive Microfilm or Microfiche	\$0.3546
51-506: 51-508	Modern Micro Imaging, Inc.	BB-2N	TL-BB-2N	Legal-size (8.5"x14) print from negative Microfilm or Microfiche	\$0.3546
51-506: 51-508	Modern Micro Imaging, Inc.	BB-2P	TL-BB-2P	Legal-size (8.5"x14) print from positive Microfilm or Microfiche	\$0.4433
51-506: 51-508	Modern Micro Imaging, Inc.	BB-3N	TL-BB-3N	Ledger-size (11"x17) print from negative Microfilm or Microfiche	\$2.6598
51-506: 51-508	Modern Micro Imaging, Inc.	BB-3P	TL-BB-3P	Ledger-size (11"x17) print from positive Microfilm or Microfiche	\$3.5464
11 MICROFILM PRODUCTION - Paper-to-Rollfilm, Silver-Halide "Archival" quality (negative-only)					
51-506: 51-508	Modern Micro Imaging, Inc.	PR-161	TL-PR-161	Film letter- or legal-size original page on 16mm Microfilm, 1-level blipped (page blips only)	\$0.0887
51-506: 51-508	Modern Micro Imaging, Inc.	PR-162	TL-PR-162	Film letter- or legal-size original page on 16mm Microfilm, 2-level blipped (big document blips & small page blips)	\$0.1064
51-506: 51-508	Modern Micro Imaging, Inc.	PR-161X	TL-PR-161X	Film letter- or legal-size original page on 16mm Microfilm, 1-level blipped & sequential index # per frame	\$0.1419
51-506: 51-508	Modern Micro Imaging, Inc.	PR-162X	TL-PR-162X	Film letter- or legal-size original page on 16mm Microfilm, 2-level blipped & sequential index # per frame	\$0.1596
51-506: 51-508	Modern Micro Imaging, Inc.	PR-16B	TL-PR-16B	Film bound book page (binding intact) on 16mm Microfilm - historical & special applications (no blips/index)	\$0.1419
51-506: 51-508	Modern Micro Imaging, Inc.	PR-35B	TL-PR-35B	Film bound book page (binding intact) on 35mm Microfilm - historical & special applications (no blips/index)	\$0.3546
51-506: 51-508	Modern Micro Imaging, Inc.	PR-35M	TL-PR-35M	Film large original page on 35mm Microfilm, unblipped (30" x 40" max. original document size)	\$4.4330
12 APERTURE CARD PRODUCTION - Paper-to-Film, Silver-Halide "Archival" quality (negative-only) ‡					
51-506: 51-508	Modern Micro Imaging, Inc.	PA-FM1	TL-PA-FM1	Aperture Card Film Mounting (affix 35mm film frame to card only)	\$1.7732
51-506: 51-508	Modern Micro Imaging, Inc.	PA-PP1	TL-PA-PP1	Aperture Card Printing & Punch Encoding (punch Hollerith Code & print card information only)	\$2.6598
13 MICROFICHE PRODUCTION (Paper-to-Fiche, Silver-Halide "Archival" quality, negative-only)					
51-506: 51-508	Modern Micro Imaging, Inc.	PF-60	TL-PF-60	Film Letter- or Legal-size original page on Microfiche, 60-frames/fiche (12x5 cols/rows)	\$7.9351
51-506: 51-508	Modern Micro Imaging, Inc.	PF-98	TL-PF-98	Film Letter- or Legal-size original page on Microfiche, 98-frames/fiche (14x7 cols/rows)	\$11.0825
51-506: 51-508	Modern Micro Imaging, Inc.	PF-208	TL-PF-208	Film Letter- or Legal-size original page on Microfiche, 208-frames/fiche (16x13 cols/rows)	\$17.7320
51-506: 51-508	Modern Micro Imaging, Inc.	PF-270	TL-PF-270	Film Letter- or Legal-size original page on Microfiche, 270-frames/fiche (18x15 cols/rows)	\$22.1650
51-506: 51-508	Modern Micro Imaging, Inc.	PF-375	TL-PF-375	Film Letter- or Legal-size original page on Microfiche, 375-frames/fiche (25x15 cols/rows)	\$31.0310
51-506: 51-508	Modern Micro Imaging, Inc.	PF-T1	TL-PF-T1	Microfiche titling (per line) max. 80 characters per line	\$0.8866
14 MICROFILM, MICROFICHE & APERTURE CARD - DUPLICATION					
51-506: 51-508	Modern Micro Imaging, Inc.	PD-16S	TL-PD-16S	Microfilm duplicate, 16mm x 100' roll of "archival" silver-halide (price per roll)	\$22.1650
51-506: 51-508	Modern Micro Imaging, Inc.	PD-16D	TL-PD-16D	Microfilm duplicate, 16mm x 100' roll of diazo (price per roll)	\$17.7320
51-506: 51-508	Modern Micro Imaging, Inc.	PD-105S	TL-PD-105S	Microfiche duplicate, 105mm "archival" silver-halide (price per fiche)	\$1.1083
51-506: 51-508	Modern Micro Imaging, Inc.	PD-105D	TL-PD-105D	Microfiche duplicate, 105mm diazo (price per fiche)	\$0.4433
51-506: 51-508	Modern Micro Imaging, Inc.	PD-16J	TL-PD-16J	Microfilm (16mm) converted to jacketed fiche (price per fiche)	\$1.3299
51-506: 51-508	Modern Micro Imaging, Inc.	PD-35J	TL-PD-35J	Microfilm (35mm) converted to jacketed fiche (price per fiche)	\$1.3299
51-506: 51-508	Modern Micro Imaging, Inc.	PD-AC1	TL-PD-AC1	Aperture Card duplicate, 35mm diazo (image-only on card; no print/punch)	\$0.3546
51-506: 51-508	Modern Micro Imaging, Inc.	PD-AC2	TL-PD-AC2	Aperture Card duplicate, 35mm diazo (includes printing & Hollerith code punching)	\$0.5320
15 COMPUTER IMAGE-TO-MICROFILM CONVERSION ("Archival" quality Silver Halide film)					
51-506: 51-508	Modern Micro Imaging, Inc.	PA-16100	TL-PA-16100	Convert Letter & Legal size Bitonal Group 4 TIFF to 16mm x 100' Negative Microfilm (base price per roll)	\$10.5062
51-506: 51-508	Modern Micro Imaging, Inc.	PA-16F	TL-PA-16F	Price per image/page/frame converted (add to base price per roll)	\$0.0177
16 EQUIPMENT RENTAL - MONTHLY (3-Month Minimum, Transportation Charges not included)					
51-506: 51-508	Modern Micro Imaging, Inc.	RN-R1	TL-RN-R1	Microfilm Reader with Motorized Film Transport	\$132.9900
51-506: 51-508	Modern Micro Imaging, Inc.	RN-R2	TL-RN-R2	Microfilm Reader-Printer with Motorized Film Transport	\$398.9700
51-506: 51-508	Modern Micro Imaging, Inc.	RN-F1	TL-RN-F1	Microfiche Reader	\$88.6600
51-506: 51-508	Modern Micro Imaging, Inc.	RN-F2	TL-RN-F2	Microfiche Reader-Printer	\$354.6400

SIN	Manufacturer's Name	Mfr's Part Number	TechLaw Part Number	Product Description	GSA Price with IFF (\$)
17 LABOR (Hourly)					
51-506; 51-508	Modern Micro Imaging, Inc.	LH-M1	TL-LH-M1	Labor - Micrographic Lab Technician	\$28.3712
51-506; 51-508	Modern Micro Imaging, Inc.	LH-M2	TL-LH-M2	Labor - Micrographic Equipment Service/Repair Technician, on-site (travel & expenses not included)	\$84.2270
51-506; 51-508	Modern Micro Imaging, Inc.	LH-D1	TL-LH-D1	Labor - Data Entry, Image Editing, Special Quality Control, etc.	\$31.9176
51-506; 51-508	Modern Micro Imaging, Inc.	LH-D2	TL-LH-D2	Labor - Digital Imaging Analyst	\$69.1548
18 MISCELLANEOUS					
51-506; 51-508	Modern Micro Imaging, Inc.	SF-T80	TL-SF-T80	Capture Microfiche Title text (manually-keyed entry), per keystroke (max. 80 characters)	\$0.0089
51-506; 51-508	Modern Micro Imaging, Inc.	PK-BOX16A	TL-PK-BOX16A	Box, 16mm Microfilm - cardboard, standard	\$0.2217
51-506; 51-508	Modern Micro Imaging, Inc.	PK-BOX16B	TL-PK-BOX16B	Box, 16mm Microfilm - cardboard, acid free	\$0.3546
51-506; 51-508	Modern Micro Imaging, Inc.	PK-BOX16C	TL-PK-BOX16C	Box, 16mm Microfilm - plastic	\$0.4433
51-506; 51-508	Modern Micro Imaging, Inc.	PK-BOX35A	TL-PK-BOX35A	Box, 35mm Microfilm - cardboard, standard	\$0.2660
51-506; 51-508	Modern Micro Imaging, Inc.	PK-BOX35B	TL-PK-BOX35B	Box, 35mm Microfilm - cardboard, acid free	\$0.3990
51-506; 51-508	Modern Micro Imaging, Inc.	PK-BOX35C	TL-PK-BOX35C	Box, 35mm Microfilm - plastic	\$0.4876
51-506; 51-508	Modern Micro Imaging, Inc.	PK-3M	TL-PK-3M	Cartridge, 16mm Microfilm, 3M-style, plastic	\$15.5155
51-506; 51-508	Modern Micro Imaging, Inc.	PK-E1	TL-PK-E1	Microfiche envelope, standard paper	\$0.0887
51-506; 51-508	Modern Micro Imaging, Inc.	PK-LS	TL-PK-LS	Adhesive Label, Microfilm Roll Cartridge/Box Spine, 50 characters max. (per customer-furnished text)	\$0.3103
51-506; 51-508	Modern Micro Imaging, Inc.	PK-LF	TL-PK-LF	Adhesive Label, Microfilm Cartridge/Box Face, 120 characters max. (per customer-furnished text)	\$0.4433
51-506; 51-508	Modern Micro Imaging, Inc.	TM-CDR	TL-TM-CDR	CD-R Compact Disk Media (700 MB capacity), per disk recorded	\$11.0825
51-506; 51-508	Modern Micro Imaging, Inc.	TM-DVD	TL-TM-DVD	DVD-R Digital Video Disk (4.7 GB capacity), per disk recorded	\$16.4021
***** NOTES *****					
				* Lossless/Lossy indicates whether or not any data are discarded for storage efficiency & reduced image size. Bitonal images using Group 4 TIFF compression are lossless, and file size is small. Grayscale lossless images stored as uncompressed TIFFs do not discard any data, but file size is typically very large.	
				** NARA (National Archives) may require submission of lossless images when used for archival purposes. Note that uncompressed lossless grayscale images can be very large (10 to 20 megabytes is not unusual).	
				† In most cases direct oral or written communication is needed because individual frames from microfilm must be objectively specified. Individual frames from microfiche must be specified by the fiche grid coordinates (row & column numbers).	
				‡ To enable editing of the text scanned into Acrobat, we can modify an Adobe PDF image-only file, delivering one of two additional formats: Searchable Image (Exact): retains the bitmapped appearance of the original document, and the searchable text is supplied on an invisible layer behind the bitmap Formatted Text and Graphics: replaces bitmapped text with editable text in fonts that look similar to the ones in the original document	
				‡ Mounting & Punching/Printing aperture cards are charged separately.	
				Pricing does not include Wage Determinations	
***** END OF SCHEDULE*****					

8. Valara Document Processing Services

SIN	Manufacturer's Name	Mfr's Part Number	TechLaw Part Number	Product Description (task)	Product Description (extended)	GSA Price*
				TASK	INCLUDES	
51-506; 51-508	Valara Technologies	VA-SCAN	TL-VA-SCAN	Scanning/Imaging	Converting paper pages (documents) to digital TIF image	\$ 0.1441
51-506; 51-508	Valara Technologies	VA-BLOW	TL-VA-BLOW	Blowback	Print images to hardcopy paper	\$ 0.0554
51-506; 51-508	Valara Technologies	VA-OCR	TL-VA-OCR	OCR	Captures text from image files	\$ 0.0443
51-506; 51-508	Valara Technologies	VA-EDOC	TL-VA-EDOC	E-doc Conversion	Converts PDF files to TIF files	\$ 0.0443
51-506; 51-508	Valara Technologies	VA-IMEND	TL-VA-IMEND	Image Endorsement	Electronically "stamp" each image with a sequential Bates number and/or Confidentiality stamp	\$ 0.0055
DOCUMENT BOUNDARIES						
51-506; 51-508	Valara Technologies	VA-AUTOUNIT	TL-VA-AUTOUNIT	AutoUnitization	Computer-generated logical unitization (no human QC, no accuracy guarantee)	\$ 0.0166
51-506; 51-508	Valara Technologies	VA-UNIT	TL-VA-UNIT	Unitization	Divides images into logical document boundaries	\$ 0.0443
51-506; 51-508	Valara Technologies	VA-DE	TL-VA-DE	Email De-Threading	De-threads email strings into individual emails	\$ 0.0332
CODING OPTIONS						
51-506; 51-508	Valara Technologies	VA-AUTOCODE	TL-VA-AUTOCODE	AutoCoding	Computer-generated document coding (Basic Bib) (no human QC, no accuracy guarantee)	\$ 0.0961
51-506; 51-508	Valara Technologies	VA-BBC	TL-VA-BBC	Basic Bibliographic Coding	Captures: Begin ID, End ID, Author, Recipient, Copyees/BCC, Date, Document Type, and Title (verbatim)	\$ 0.8650
51-506; 51-508	Valara Technologies	VA-MC2	TL-VA-MC2	Mini-Coding 2 Fields	Captures date and doctype	\$ 0.5340
51-506; 51-508	Valara Technologies	VA-MC3	TL-VA-MC3	Mini-Coding 3 Fields	Captures date, title and doctype	\$ 0.6287
51-506; 51-508	Valara Technologies	VA-MC4	TL-VA-MC4	Mini-Coding 4 Fields	Captures date, title and doctype, Author	\$ 0.7264
51-506; 51-508	Valara Technologies	VA-ED	TL-VA-ED	Estimated Date	Captures Estimated Date when there is no apparant creation date	\$ 0.1330
51-506; 51-508	Valara Technologies	VA-ET	TL-VA-ET	Enhanced Titles	Additional information capture for Title, beyond what Subject/Title/Re or obvious formatting indicates	\$ 0.1922
51-506; 51-508	Valara Technologies	VA-CHAR	TL-VA-CHAR	Characteristics	Captures: Draft, Confidential, Foreign Language, Redacted, Marginalia and Illegible	\$ 0.2410
51-506; 51-508	Valara Technologies	VA-SUM	TL-VA-SUM	Summary	Concatenates all pertinent information captured during basic bib coding	\$ 0.1441
51-506; 51-508	Valara Technologies	VA-BATES	TL-VA-BATES	Additional Bates Range Tracking	Captures additional Bates Ranges (Stamped Numbers) per document	\$ 0.2856
51-506; 51-508	Valara Technologies	VA-GA	TL-VA-GA	Global Affiliations	Adds Organization fields for Author, Recipient and CC/BCC	\$ 0.0443
51-506; 51-508	Valara Technologies	VA-WYSIWYG	TL-VA-WYSIWYG	WYSIWYG Affiliations	What You See Is What You Get-Style Organization for Author, Recipient and CC/BCC	\$ 0.1922
51-506; 51-508	Valara Technologies	VA-KW	TL-VA-KW	Key Words*	Captures words, phrases or aliases mentioned in the text of the document	\$ 0.0665
51-506; 51-508	Valara Technologies	VA-KWM	TL-VA-KWM	Key Words Mining*	Generates and captures key words, phrases, or aliases (no prior list) that are mentioned in text of document	\$ 0.1108
51-506; 51-508	Valara Technologies	VA-NM(LG)	TL-VA-NM(LG)	Names Mentioned (List Given)	Generates and captures names names from a given list that are mentioned in the text of the document	\$ 0.0554
51-506; 51-508	Valara Technologies	VA-NM(NLG)	TL-VA-NM(NLG)	Names Mentioned (No List Given)	Generates and captures names names (no prior list) that are mentioned in the text of the document	\$ 0.1108
51-506; 51-508	Valara Technologies	VA-FL	TL-VA-FL	Foreign Language	Identifies documents written in another language. Indicates which language(s) is present	\$ 0.1330
51-506; 51-508	Valara Technologies	VA-LLT	TL-VA-LLT	Long List Treatment	Yields complete names lists for all documents where Author, Recipient or CC includes more than 20 names	\$ 0.0776
51-506; 51-508	Valara Technologies	VA-CFT	TL-VA-CFT	Custom Fields (in-text)	Captures additional field information at a per page level, price based on complexity of field capture (ex: telephone numbers mentioned)	\$ 0.0776
51-506; 51-508	Valara Technologies	VA-CFB	TL-VA-CFB	Custom Fields (bibliographic)	Captures additional field information at a per document level, price based on complexity of field capture (ex: Exhibit Number)	\$ 0.2410
51-506; 51-508	Valara Technologies	* Please note that Key Words (only) is offered at 90% accuracy or higher, all other fields are guaranteed at 98% accuracy or higher.				

SIN	Manufacturer's Name	Mfr's Part Number	TechLaw Part Number	Product Description (task)	Product Description (extended)	GSA Price*
ADDITIONAL SERVICES						
51-506; 51-508	Valora Technologies	VA-NDD	TL-VA-NDD	Near Duplicate Detection	Detects and labels near-duplicates across dataset.	\$ 0.1922
51-506; 51-508	Valora Technologies	VA-DDR	TL-VA-DDR	Document Distribution Report (DDR)**	Population analysis report	\$ 4,819.88
51-506; 51-508	Valora Technologies	VA-FCT	TL-VA-FCT	Field Carry-Through	Carrying blank or populated fields through the coding process that are not coded by Valora (ex: Source, Box Number, etc.)	\$ 0.0166
51-506; 51-508	Valora Technologies	VA-RSF	TL-VA-RSF	Rush Scanning Fee	Reduces turn-around time by 30-40%	\$ 0.1773
51-506; 51-508	Valora Technologies	VA-RCF	TL-VA-RCF	Rush Coding Fee	Reduces turn-around time by 30-40%	\$ 0.2771
51-506; 51-508	Valora Technologies	** DDR reports a	TL-** DDR reports are	TL-** DDR reports are included free of charge for projects which Valora is already unitizing and coding the entire population.		
INCIDENTAL CHARGES (as applicable)						
51-506; 51-508	Valora Technologies	VA-CD	TL-VA-CD	Media Charges - CDs	Shipping charge for outgoing media only. No charge for incoming media.	\$ 38.7888
51-506; 51-508	Valora Technologies	VA-DVD	TL-VA-DVD	Media Charges - DVDs	Shipping charge for outgoing media only. No charge for incoming media.	\$ 81.6075
51-506; 51-508	Valora Technologies	VA-DM	TL-VA-DM	Data Manipulation	Charges apply only for incoming shipments not meeting Valora data shipment specifications	\$ 72.0363
51-506; 51-508	Valora Technologies	VA-UPC	TL-VA-UPC	Uploading Charges	No charge.	\$ -
51-506; 51-508	Valora Technologies	VA-CON	TL-VA-CON	Technical Operations/ Consulting Time	One on one technical support or custom work, as requested and approved by customer	\$ 159.2858
				* Prices include the 0.75% Industrial Funding Fee (IFF)		
				Pricing does not include Wage Determinations		

B. Network, Optical Imaging System and Solutions (SIN 51-409)

1. Content Analyst

SIN	TechLaw Part Number	Product Description	GSA Price *
SINGLE AND MULTIPLE SERVER PRICING AND MAINTENANCE			
51-409	TL-CA001	Content Analyst Manufactured software-Server 1-5 (per server)	\$ 93,093
51-409	TL-CA002	Content Analyst Manufactured software-Server 6-25 (per server)	\$ 83,784
51-409	TL-CA003	Content Analyst Manufactured software-Server 26-50 (per server)	\$ 69,820
51-409	TL-CA-M1	Content Analyst Maintenance 20% of list price per annum / 1-5 (per server) **	\$ 18,619
51-409	TL-CA-M2	Content Analyst Maintenance 20% of list price per annum / 6-25 (per server) **	\$ 18,619
51-409	TL-CA-M3	Content Analyst Maintenance 20% of list price per annum / 26-50 (per server) **	\$ 18,619
		Servers in excess of fifty-one (51) qualify for Program or Site Licensing. Contact for details.	
		* Prices include the 0.75% Industrial Funding Fee (IFF)	
		** Not discounted for additional servers	
		Pricing does not include Wage Determinations	

2. Equivio

SIN (i)	TechLaw Part Number (iii-b)	Product Description (iv)	GSA Price * (xi)
VOLUMES-BASED LICENSE FEE			
		The volumes-based license fee is a per document pricing model. Licences are calculated per case, on a sliding scale, as follows	
51-409	TL-EQ-FEE	One-time, non-refundable advanced payment	\$ 13,299
51-409	TL-EQ-F1M	First 1M documents (per document)	\$ 0.1064
51-409	TL-1M - 5M	Documents 1M+ thru 5M (per document)	\$ 0.0887
51-409	TL-5M - 10M	Documents 5M+ thru 10M (per document)	\$ 0.0709
51-409	TL-Over 10M	Documents over 10M (per document)	\$ 0.0532
		- The one-time non-refundable advanced payment will be credited against license and maintenance fees.	
		- License fees are payable on a "pay as you go" postpaid basis, reflecting actual usage of the system.	
CPU-BASED ANNUAL LICENSE FEE (per CPU)			
		Equivio also offers license fees on a per-CPU basis. Two alternative CPU pricing models are offered - either an annual license fee, or a perpetual license fee.	
51-409	TL-EQ-AN 1-5	Annual License Fee (per CPU); 1st-5th CPUs	\$ 110,825
51-409	TL-EQ-AN 6-10	Annual License Fee (per CPU); 6th-10th CPUs	\$ 44,330
51-409	TL-EQ-AN 11-15	Annual License Fee (per CPU); 11th-20th CPUs	\$ 33,248
51-409	TL-EQ-AN 21+	Annual License Fee (per CPU); 21st+ CPUs	\$ 22,165
CPU-BASED PERPETUAL LICENSE FEE (per CPU)			
51-409	TL-EQ-PL 1-5	Perpetual License Fee (per CPU); 1st-5th CPUs	\$ 221,650
51-409	TL-EQ-PL 6-10	Perpetual License Fee (per CPU); 6th-10th CPUs	\$ 88,660
51-409	TL-EQ-PL 11-15	Perpetual License Fee (per CPU); 11th-20th CPUs	\$ 66,495
51-409	TL-EQ-PL 21+	Perpetual License Fee (per CPU); 21st+ CPUs	\$ 44,330
MAINTENANCE			
		The pricing structure for maintenance varies based on the licensing structure adopted :	
51-409	TL-VOLMAINT	- For volumes-based license: the maintenance service an annual cost per CPU	\$ 887
51-409	TL-ANMAINT	- For annual license: the maintenance service is included in the license fee	
51-409	TL-PRMAINT 1-5	- For perpetual license 1st-5th CPU: a maintenance fee of 20% of license fee applies	\$ 44,330
51-409	TL-PRMAINT 6-10	- For perpetual license 6th-10th CPU: a maintenance fee of 20% of license fee applies	\$ 17,732
51-409	TL-PRMAINT 10-20	- For perpetual license 11th-20th CPU: a maintenance fee of 20% of license fee applies	\$ 13,299
51-409	TL-PRMAINT 21+	- For perpetual license 21st+ CPU: a maintenance fee of 20% of license fee applies	\$ 8,866
		* Prices include the 0.75% Industrial Funding Fee (IFF)	
		Pricing does not include Wage Determinations	

* Discount is based on cumulative annual revenue to EQUIVIO deriving from license and maintenance fees sales by the Reseller to Government Entities.. The discount is 20% when revenue total is less than 1.5 million, 25% when revenue exceeds \$1.5 million but is less than \$3 million, and 30% when annual revenue exceeds \$3 million. The discounts apply separately for each revenue tier; for example, for total 12-month revenue of \$2 million, the discount would be \$0.425 million, calculated as 20% on the first \$1.5 million, and 25% on the remaining \$0.5 million. Such discounts, if accrued by TechLaw, may trigger consideration of additional price reductions.

C. Education and Training Support Services (SIN 51-503)

1. Content Analyst

SIN	TechLaw Part Number	Product Description	GSA Price *
CONTENT ANALYST TRAINING			
51-503	TL-CA-101	Management Overview (per day) (price covers from 1-4 students)	\$ 444.31
51-503	TL-CA-102	Architecture Overview (per day) (price covers from 1-4 students)	\$ 466.52
51-503	TL-CA-201	End User & Systems Administration (per day) (price covers from 1-4 students)	\$ 3,554.46
51-503	TL-CA-301	Integration & Customization (per day) (price covers from 1-4 students)	\$ 7,108.92
		* Prices include the 0.75% Industrial Funding Fee (IFF)	
		Pricing does not include Wage Determinations	

2. Equivio

SIN	TechLaw Part Number	Product Description	GSA Price *
PROFESSIONAL SERVICES			
51-503		Professional services can be provided at a daily rate, plus out-of-pocket expenses. This rate assumes a work day of 8 hours, Monday to Friday, in normal office hour	\$ 1,330
		* Prices include the 0.75% Industrial Funding Fee (IFF)	
		Pricing does not include Wage Determinations	

D. Needs Assessment Services (Sin-51-501) Records Management Services (SIN 51-504) Network Connectivity Services (SIN 51-409)

1. TechLaw Solutions Labor Services

See page 20.

2. TechLaw Solutions Labor Category Descriptions

See pages 21 through 26.