
DRS TECHNICAL SERVICES, INC.

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General Services Administration Federal Supply Schedule



A DRS Technologies Company

AUTHORIZED FEDERAL ACQUISITION SERVICE INFORMATION TECHNOLOGY SCHEDULE PRICELIST AND PROCEDURES GENERAL PURPOSE COMMERCIAL INFORMATION TECHNOLOGY EQUIPMENT, SOFTWARE AND SERVICES

SIN 132-51 Information Technology (IT) Professional Services

FSC/PSC Class D301 ADP FACILITY MANAGEMENT - Facility Management
FSC/PSC Class D302 ADP SYSTEMS DEVELOPMENT SERVICES - Systems Development Services
FSC/PSC Class D306 ADP SYSTEMS ANALYSIS SERVICES - Systems Analysis Services
FSC/PSC Class D307 AUTOMATED INFORMATION SYSTEM SVCS - Automated Information Systems Services
FSC/PSC Class D308 PROGRAMMING SERVICES - Programming Services
FSC/PSC Class D310 ADP BACKUP AND SECURITY SERVICES - Backup and Security Services
FSC/PSC Class D311 ADP DATA CONVERSION SERVICES - Data Conversion Services
FSC/PSC Class D316 TELECOMMUNICATION NETWORK MGMT SVCS - IT Network Management Services
FSC/PSC Class D399 OTHER ADP & TELECOMMUNICATIONS SVCS - Other Information Technology Services,
Not Elsewhere Classified

Contract Number: [GS-35F-0056J](#)

Contract Period: November 4, 1998 through August 3, 2010

Pricelist current through Modification # PS24, dated March 31, 2010.



Products and ordering information in this Authorized FAS Information Technology Schedule Pricelist are also available on GSA Advantage!®. Agencies can browse GSA Advantage!® by accessing the Federal Acquisition Service's Home Page via the Internet at <http://www.fss.gsa.gov/>

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INFORMATION FOR ORDERING OFFICES**SPECIAL NOTICE TO AGENCIES:****Small Business Participation**

SBA strongly supports the participation of small business concerns in the Federal Supply Schedules Program. To enhance Small Business Participation SBA policy allows agencies to include in their procurement base and goals, the dollar value of orders expected to be placed against the Federal Supply Schedules, and to report accomplishments against these goals.

For orders exceeding the micro-purchase threshold, FAR 8.404 requires agencies to consider the catalogs/pricelists of at least three schedule contractors or consider reasonably available information using the GSA Advantage!™ on-line shopping service (www.fss.gsa.gov). The catalogs/pricelists, GSA Advantage! and the Federal Supply Service Home Page (www.fss.gsa.gov) contains information on a broad array of products and services offered by small business concerns.

This information should be used as a tool to assist ordering activities in meeting or exceeding established small business goals. It should also be used as a tool to assist in including small, small disadvantaged and women-owned small businesses among those considered when selecting pricelists for a best value determination.

For orders exceeding the micro-purchase threshold, customers are to give preference to small business concerns when two or more items at the same delivered price will satisfy their requirement.

1. GEOGRAPHIC SCOPE OF CONTRACT:

The geographic scope of contract encompasses the 48 contiguous states, the District of Columbia, Alaska, Hawaii, and all U.S. protectorates.

2. CONTRACTOR'S ORDERING ADDRESS AND PAYMENT INFORMATION:

Ordering address:

**DRS Technical Services, Inc.
2535 Camino Del Rio South, Suite 300
San Diego, CA 92108**

Payment address:

**DRS Technical Services, Inc.
P.O. Box 100601
Atlanta, GA 30384-0601**

Depository Account Information / Electronic Funds Transfer (EFT):

**Account Number 4426291693
ACH ABA Number 111000012
Bank of America
1455 Market Street
San Francisco, CA 94013-1399**

Contractors are required to accept credit cards for payments equal to or less than the micro-purchase threshold for oral or written delivery orders. Credit cards will be acceptable for payment above the micro-purchase threshold. In addition, bank account information for wire transfer payments will be shown on the invoice.

The following telephone number(s) can be used by ordering agencies to obtain technical and/or ordering assistance:

**Ms. Rena Rowe
Business Manager
619-299-3210
rrowe1@drs-ds.com**

3. LIABILITY FOR INJURY OR DAMAGE:

The contractor shall not be liable for any injury to ordering activity personnel or damage to ordering activity property arising from the use of equipment maintained by the Contractor, unless such injury or damage is due to the fault or negligence of the Contractor.

4. STATISTICAL DATA FOR GOVERNMENT ORDERING OFFICE COMPLETION OF STANDARD FORM 279:

Block 9: G. Order/Modification Under Federal Schedule GS-35F-0056J

Block 16: Data Universal Numbering System (DUNS) Number: 02-318-5734

Block 30: Type of Contractor: C. Large Business

Block 31: Woman-Owned Small Business: No

Block 36: Contractor's Taxpayer Identification Number (TIN): 52-1272467

4a. CAGE Code: 3X037

Contractor has registered with the Central Contractor Registration Database.

5. FOB DESTINATION 48 Contiguous U.S., DC, Alaska, Hawaii, U.S. protectorates**6. DELIVERY SCHEDULE:**

a. **TIME OF DELIVERY:** The Contractor shall deliver to destination within the number of calendar days after receipt of order (ARO), as set forth below:

SPECIAL ITEM NUMBER

132-51

DELIVERY TIME (Days ARO)

The establishment of the starting date for the delivery of service will be by mutual agreement between the ordering activity and DRS.

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

7. DISCOUNTS: Prices shown are NET Prices; Basic Discounts have been deducted.

- a. Prompt Payment: None
- b. Quantity: None
- c. Dollar Volume: None
- d. Government Educational Institutions: Government Educational Institutions are offered the same discounts as all other government customers.
- e. Other: None

8. TRADE AGREEMENTS ACT OF 1979, AS AMENDED:

All items are U.S. made end products, designated country end products, Caribbean Basin country end products, Canadian end products, or Mexican end products as defined in the Trade Agreements Act of 1979, as amended.

9. STATEMENT CONCERNING AVAILABILITY OF EXPORT PACKING:

NOT APPLICABLE

10. SMALL REQUIREMENTS:

The minimum dollar value of orders to be issued is \$100.

11. MAXIMUM ORDER: (All dollar amounts are exclusive of any discount for prompt payment.)**a. Special Item Number 132-51 – Information Technology (IT) Professional Services**

The maximum dollar value per order for all IT Professional services will be \$500,000.

12. USE OF FEDERAL SUPPLY SERVICE INFORMATION TECHNOLOGY SCHEDULE CONTRACTS: In accordance with FAR 8.404:

[NOTE: Special ordering procedures have been established for Special Item Numbers (SINs) 132-51 IT Professional Services and 132-52 EC Services; refer to the terms and conditions for those SINs.]

Orders placed pursuant to a Multiple Award Schedule (MAS), using the procedures in FAR 8.404, are considered to be issued pursuant to full and open competition. Therefore, when placing orders under Federal Supply Schedules, ordering activities need not seek further competition, synopsise the requirement, make a separate determination of fair and reasonable pricing, or consider small business set-asides in accordance with subpart 19.5. GSA has already determined the prices of items under schedule contracts to be fair and reasonable. By placing an order against a schedule using the procedures outlined below, the ordering office has concluded that the order represents the best value and results in the lowest overall cost alternative (considering price, special features, administrative costs, etc.) to meet the ordering activity's needs.

a. Orders placed at or below the micro-purchase threshold. Ordering activities can place orders at or below the micro-purchase threshold with any Federal Supply Schedule Contractor.

b. Orders exceeding the micro-purchase threshold but not exceeding the maximum order threshold. Orders should be placed with the Schedule Contractor that can provide the supply or service that represents the best value. Before placing an order, ordering activities should consider reasonably available information about the supply or service offered under MAS contracts by using the "GSA Advantage!" on-line shopping service, or by reviewing the catalogs/pricelists of at least three Schedule Contractors and selecting the delivery and other options available under the schedule that meets the agency's needs. In selecting the supply or service representing the best value, the ordering activities may consider:

- (1) Special features of the supply or service that are required in effective program performance and that are not provided by a comparable supply or service;
- (2) Trade-in considerations;
- (3) Probable life of the item selected, as compared with that of a comparable item;
- (4) Warranty considerations;
- (5) Maintenance availability;
- (6) Past performance; and
- (7) Environmental and energy efficiency considerations.

c. Orders exceeding the maximum order threshold. Each schedule contract has an established maximum order threshold. This threshold represents the point where it is advantageous for the ordering office to seek a price reduction. In addition to following the procedures in paragraph b, above, and before placing an order that exceeds the maximum order threshold, ordering offices shall--

- (1) Review additional Schedule Contractors' catalogs/price lists or use the "GSA Advantage!" on-line shopping service;

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

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

NOTE: For orders exceeding the maximum order threshold, the Contractor may:

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

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

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

d. Blanket purchase agreements (BPAs). The establishment of Federal Supply Schedule BPAs is permitted when following the ordering procedures in FAR 8.404. All schedule contracts contain BPA provisions. Ordering activities may use BPAs to establish accounts with Contractors to fill recurring requirements. BPAs should address the frequency of ordering and invoicing, discounts, and delivery locations and times.

e. Price reductions. In addition to the circumstances outlined in paragraph c, above, there may be instances when ordering activities will find it advantageous to request a price reduction. For example, when the ordering activity finds a schedule supply or service elsewhere at a lower price or when a BPA is being established to fill recurring requirements, requesting a price reduction could be advantageous. The potential volume of orders under these agreements, regardless of the size of the individual order, may offer the ordering activity the opportunity to secure greater discounts. Schedule Contractors are not required to pass on to all schedule users a price reduction extended only to an individual agency for a specific order.

f. Small business. For orders exceeding the micro-purchase threshold, ordering activity should give preference to the items of small business concerns when two or more items at the same delivered price will satisfy the requirement.

g. Documentation. Orders should be documented, at a minimum, by identifying the Contractor the item was purchased from, the item purchased, and the amount paid. If an ordering activity requirement in excess of the micro-purchase threshold is defined so as to require a particular brand name, product, or feature of a product peculiar to one manufacturer, thereby precluding consideration of a product manufactured by another company, the ordering activity shall include an explanation in the file as to why the particular brand name, product, or feature is essential to satisfy the ordering activity's needs.

13. FEDERAL INFORMATION TECHNOLOGY/TELECOMMUNICATION STANDARDS REQUIREMENTS:

Federal departments and agencies acquiring products from this Schedule must comply with the provisions of the Federal Standards Program, as appropriate (reference: NIST Federal Standards Index). Inquiries to determine whether or not specific products listed herein comply with Federal Information Processing Standards (FIPS) or Federal Telecommunication Standards (FED-STDS), which are cited by ordering offices, shall be responded to promptly by the Contractor.

13.1 FEDERAL INFORMATION PROCESSING STANDARDS PUBLICATIONS (FIPS PUBS): Information Technology products under this Schedule that do not conform to Federal Information Processing Standards (FIPS) should not be acquired unless a waiver has been granted in accordance with the applicable "FIPS Publication." Federal Information Processing Standards Publications (FIPS PUBS) are issued by the U.S. Department of Commerce, National Institute of Standards and Technology (NIST), pursuant to National Security Act. Information concerning their availability and applicability should be obtained from the National Technical Information Service (NTIS), 5285 Port Royal Road, Springfield, Virginia 22161. FIPS PUBS include voluntary standards when these are adopted for Federal use. Individual orders for FIPS PUBS should be referred to the NTIS Sales Office, and orders for subscription service should be referred to the NTIS Subscription Officer, both at the above address, or telephone number (703) 487-4650.

13.2 FEDERAL TELECOMMUNICATION STANDARDS (FED-STDS): Telecommunication products under this Schedule that do not conform to Federal Telecommunication Standards (FED-STDS) should not be acquired unless a waiver has been granted in accordance with the applicable "FED-STD." Federal Telecommunication Standards are issued by the U.S. Department of Commerce, National Institute of Standards and Technology (NIST), pursuant to National Security Act. Ordering information and information concerning the availability of FED-STDS should be obtained from the GSA, Federal Supply Service, Specification Section, 470 East L'Enfant Plaza, Suite 8100, SW, Washington, DC 20407, telephone number (202) 619-8925. Please include a self-addressed mailing label when requesting information by mail. Information concerning their applicability can be obtained by writing or calling the U.S. Department of Commerce, National Institute of Standards and Technology, Gaithersburg, MD 20899, telephone number (301) 975-2833.

14. CONTRACTOR TASKS / SPECIAL REQUIREMENTS (C-FSS-370) (NOV 2001):

- (a) **Security Clearances:** The Contractor may be required to obtain/possess varying levels of security clearances in the performance of orders issued under this contract. All costs associated with obtaining/possessing such security clearances should be factored into the price offered under the Multiple Award Schedule.
- (b) **Travel:** The Contractor may be required to travel in performance of orders issued under this contract. Allowable travel and per diem charges are governed by Pub. L. 99-234 and FAR Part 31, and are reimbursable by the ordering agency or can be priced as a fixed price item on orders placed under the Multiple Award Schedule. The Industrial Funding Fee does NOT apply to travel and per diem charges.
- (c) **Certifications, Licenses and Accreditations:** As a commercial practice, the Contractor may be required to obtain/possess any variety of certifications, licenses and accreditations for specific FSC/service code classifications offered. All costs associated with obtaining/possessing such certifications, licenses and accreditations should be factored into the price offered under the Multiple Award Schedule program.
- (d) **Insurance:** As a commercial practice, the Contractor may be required to obtain/possess insurance coverage for specific FSC/service code classifications offered. All costs associated with obtaining/possessing such insurance should be factored into the price offered under the Multiple Award Schedule program.
- (e) **Personnel:** The Contractor may be required to provide key personnel, resumes or skill category descriptions in the performance of orders issued under this contract. Ordering activities may require agency approval of additions or replacements to key personnel.
- (f) **Organizational Conflicts of Interest:** Where there may be an organizational conflict of interest as determined by the ordering agency, the Contractor's participation in such order may be restricted in accordance with FAR Part 9.5.
- (g) **Documentation/Standards:** The Contractor may be requested to provide products or services in accordance with rules, regulations, OMB orders, standards and documentation as specified by the agency's order.
- (h) **Data/Deliverable Requirements:** Any required data/deliverables at the ordering level will be as specified or negotiated in the agency's order.
- (i) **Government-Furnished Property:** As specified by the agency's order, the Government may provide property, equipment, materials or resources as necessary.
- (j) **Availability of Funds:** Many Government agencies' operating funds are appropriated for a specific fiscal year. Funds may not be presently available for any orders placed under the contract or any option year. The Government's obligation on orders placed under this contract is contingent upon the availability of appropriated funds from which payment of ordering purposes can be made. No legal liability on the part of the Government for any payment may arise until funds are available to the ordering Contracting Officer.

15. CONTRACT ADMINISTRATION FOR ORDERING ACTIVITIES:

Any ordering activity, with respect to any one or more delivery orders placed by it under this contract, may exercise the same rights of termination as might the GSA Contracting Officer under provisions of FAR 52.212-4, paragraphs (l) Termination for the Government's convenience, and (m) Termination for Cause (See C.1.).

16. GSA ADVANTAGE!

GSA Advantage! is an on-line, interactive electronic information and ordering system that provides on-line access to vendors' schedule prices with ordering information. GSA Advantage! will allow the user to perform various searches across all contracts including, but not limited to:

- (1) Manufacturer;
- (2) Manufacturer's Part Number; and
- (3) Product Categories

Agencies can browse GSA Advantage! by accessing the Internet World Wide Web utilizing a browser (i.e., NetScape). The Internet address is <http://www.fss.gsa.gov/>.

17. PURCHASE OF OPEN MARKET ITEMS:

NOTE: Open Market Items are also known as incidental items, noncontract items, non-Schedule items, and items not on a Federal Supply Schedule contract.

For administrative convenience, an ordering activity contracting officer may add items not on the Federal Supply Schedule Multiple Award Schedule (MAS) – referred to as open market items – to a Federal Supply Schedule blanket purchase agreement (BPA) or an individual task or delivery order, **only if-**

- (1) All applicable acquisition regulations pertaining to the purchase of the items not on the Federal Supply Schedule have been followed (e.g., publicizing (Part 5), competition requirements (Part 6), acquisition of commercial items (Part 12), contracting methods (Parts 13, 14, and 15), and small business programs (Part 19));
- (2) The ordering activity contracting officer has determined the price for the items not on the Federal Supply Schedule is fair and reasonable;
- (3) The items are clearly labeled on the order as items not on the Federal Supply Schedule; and
- (4) All clauses applicable to items not on the Federal Supply Schedule are included in the order.

18. CONTRACTOR COMMITMENTS, WARRANTIES AND REPRESENTATIONS:

a. For the purpose of this contract, commitments, warranties and representations include, in addition to those agreed to for the entire schedule contract:

- (1) Time of delivery/installation quotations for individual orders;
- (2) Technical representations and/or warranties of products concerning performance, total system performance and/or configuration, physical, design and/or functional characteristics and capabilities of a product/equipment/ service/software package submitted in response to requirements which result in orders under this schedule contract.
- (3) Any representations and/or warranties concerning the products made in any literature, description, drawings and/or specifications furnished by the Contractor.

b. The above is not intended to encompass items not currently covered by the GSA Schedule contract.

19. OVERSEAS ACTIVITIES

The terms and conditions of this contract shall apply to all orders for installation, maintenance and repair of equipment in areas listed in the pricelist outside the 48 contiguous states and the District of Columbia, except as indicated below:

None

Upon request of the Contractor, the ordering activity may provide the Contractor with logistics support, as available, in accordance with all applicable ordering activity regulations. Such ordering activity support will be provided on a reimbursable basis, and will only be provided to the Contractor's technical personnel whose services are exclusively required for the fulfillment of the terms and conditions of this contract.

20. BLANKET PURCHASE AGREEMENTS (BPAS)

Federal Acquisition Regulation (FAR) 13.303-1(a) defines Blanket Purchase Agreements (BPAs) as "...a simplified method of filling anticipated repetitive needs for supplies or services by establishing 'charge accounts' with qualified sources of supply." The use of Blanket Purchase Agreements under the Federal Supply Schedule Program is authorized in accordance with FAR 13.303-2(c)(3), which reads, in part, as follows:

"BPAs may be established with Federal Supply Schedule Contractors, if not inconsistent with the terms of the applicable schedule contract."

Federal Supply Schedule contracts contain BPA provisions to enable schedule users to maximize their administrative and purchasing savings. This feature permits schedule users to set up "accounts" with Schedule Contractors to fill recurring requirements. These accounts establish a period for the BPA and generally address issues such as the frequency of ordering and invoicing, authorized callers, discounts, delivery locations and times. Agencies may qualify for the best quantity/volume discounts available under the contract, based on the potential volume of business that may be generated through such an agreement, regardless of the size of the individual orders. In addition, agencies may be able to secure a discount higher than that available in the contract based on the aggregate volume of business possible under a BPA. Finally, Contractors may be open to a progressive type of discounting where the discount would increase once the sales accumulated under the BPA reach certain prescribed levels. Use of a BPA may be particularly useful with the new Maximum Order feature. See the Suggested Format, contained in this Schedule Pricelist, for customers to consider when using this purchasing tool.

21. CONTRACTOR TEAM ARRANGEMENTS

Contractors participating in contractor team arrangements must abide by all terms and conditions of their respective contracts. This includes compliance with Clauses 552.238-74, Contractor's Reports of Sales and 552.238-76, Industrial Funding Fee, i.e., each contractor (team member) must report sales and remit the IFF for all products and services provided under its individual contract.

22. INSTALLATION, DEINSTALLATION, REINSTALLATION

The Davis-Bacon Act (40 U.S.C. 276a-276a-7) provides that contracts in excess of \$2,000 to which the United States or the District of Columbia is a party for construction, alteration, or repair (including painting and decorating) of public buildings or public works with the United States, shall contain a clause that no laborer or mechanic employed directly upon the site of the work shall receive less than the prevailing wage rates as determined by the Secretary of Labor. The requirements of the Davis-Bacon Act do not apply if the construction work is incidental to the furnishing of supplies, equipment, or services. For example, the requirements do not apply to simple installation or alteration of a public building or public work that is incidental to furnishing supplies or equipment under a supply contract. However, if the construction, alteration or repair is segregable and exceeds \$2,000, then the requirements of the Davis-Bacon Act apply.

The ordering activity issuing the task order against this contract will be responsible for proper administration and enforcement of the Federal labor standards covered by the Davis-Bacon Act. The proper Davis-Bacon wage determination will be issued by the ordering activity at the time a request for quotations is made for applicable construction classified installation, deinstallation, and reinstallation services under SIN 132-8.

23. SECTION 508 COMPLIANCE

If applicable, Section 508 compliance information on the supplies and services in this contract are available in Electronic and Technology (EIT) at the following:

None

24. PRIME CONTRACTOR ORDERING FROM FEDERAL SUPPLY SCHEDULES

Prime Contractors (on cost reimbursement contracts) placing orders under Federal Supply Schedules, on behalf of an ordering activity, shall follow the terms of the applicable schedule and authorization and include with each order.

(a) A copy of the authorization from the ordering activity with whom the contractor has the prime contract (unless a copy was previously furnished to the Federal Supply Schedule contractor); and

(b) The following statement:

This order is placed under written authorization from _____ dated _____. In the event of any inconsistency between the terms and conditions of this order and those of your Federal Supply Schedule contract, the latter will govern.

25. INSURANCE—WORK ON A GOVERNMENT INSTALLATION (JAN 1997)(FAR 52.228-5)

(a) The Contractor shall, at its own expense, provide and maintain during the entire performance of this contract, at least the kinds and minimum amounts of insurance required in the Schedule or elsewhere in the contract.

(b) Before commencing work under this contract, the Contractor shall notify the Contracting Officer in writing that the required insurance has been obtained. The policies evidencing required insurance shall contain an endorsement to the effect that any cancellation or any material change adversely affecting the Government's interest shall not be effective --

(1) For such period as the laws of the State in which this contract is to be performed prescribe; or

(2) Until 30 days after the insurer or the Contractor gives the written notice to the Contracting Officer, whichever period is longer.

(c) The Contractor shall insert the substance of this clause, including this paragraph (c), in subcontracts under this contract that require work on a Government installation and shall require subcontractors to provide and maintain the insurance required in the Schedule or elsewhere in the contract. The Contractor shall maintain a copy of all subcontractors' proofs of required insurance, and shall make copies available to the Contracting Officer upon request.

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**TERMS AND CONDITIONS APPLICABLE TO INFORMATION TECHNOLOGY (IT)
PROFESSIONAL SERVICES (SPECIAL ITEM NUMBER 132-51)****1. SCOPE**

- (a) The prices, terms and conditions stated under Special Item Number 132-51 Information Technology Professional Services apply exclusively to IT Services within the scope of this Information Technology Schedule.
- (b) The Contractor shall provide services at the Contractor's facility and/or at the ordering activity location, as agreed to by the Contractor and the ordering activity.

2. PERFORMANCE INCENTIVES

- (a) Performance incentives may be agreed upon between the Contractor and the ordering office on individual fixed price orders or Blanket Purchase Agreements under this contract in accordance with this clause.
- (b) The ordering activity must establish a maximum performance incentive price for these services and/or total solutions on individual orders or Blanket Purchase Agreements.
- (c) Incentives should be designed to relate results achieved by the contractor to specified targets. To the maximum extent practicable, ordering offices shall consider establishing incentives where performance is critical to the ordering activity's mission and incentives are likely to motivate the contractor. Incentives shall be based on objectively measurable tasks.

3. ORDERING PROCEDURES FOR SERVICES (REQUIRES A STATEMENT OF WORK) (G-FCI-920) (MAR 2003)

FAR 8.402 contemplates that GSA may occasionally find it necessary to establish special ordering procedures for individual Federal Supply Schedules or for some Special Item Numbers (SINs) within a Schedule. GSA has established special ordering procedures for services that require a Statement of Work. Those special ordering procedures take precedence over the procedures in FAR 8.404 (b)(2) through (b)(3).

When ordering services over \$100,000, Department of Defense (DOD) ordering offices and non-DOD agencies placing orders on behalf of the DOD must follow the policies and procedures in the Defense Federal Acquisition Regulation Supplement (DFARS) 208.404-70 – Additional ordering procedures for services. When DFARS 208.404-70 is applicable there is a conflict between the ordering procedures contained in this clause and the additional ordering procedures for services in DFARS 208.404-70, the DFARS procedures take precedence.

GSA has determined that the prices for services contained in the contractor's pricelist applicable to this Schedule are fair and reasonable. However, the ordering activity using this contract is responsible for considering the level of effort and mix of labor proposed to perform a specific task being ordered and for making a determination that the total firm-fixed price or ceiling price is fair and reasonable.

- (a) When ordering services, ordering activities shall –
- (1) Prepare a Request (Request for Quote or other communication tool):
- (i) A statement of work (a performance-based statement of work is preferred) that outlines, at a minimum, the work to be performed, location of work, period of performance, deliverable schedule, applicable standards, acceptance criteria, and any special requirements (i.e., security clearances, travel, special knowledge, etc.) should be prepared.
- (ii) The request should include the statement of work and request the contractors to submit either a firm-fixed price or a ceiling price to provide the services outlined in the statement of work. A firm-fixed price order shall be requested, unless the ordering activity makes a determination that it is not possible at the time of placing the order to estimate accurately the extent or duration of the work or to anticipate cost with any reasonable degree of confidence. When such a determination is made, a labor hour or time-and-materials proposal may be requested. The firm-fixed price shall be based on the rates in the schedule contract and shall consider the mix of labor categories and level of effort required to perform the services described in the statement of work. The firm-fixed price of the order should also include any travel costs or other incidental costs related to performance of the

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services ordered, unless the order provides for reimbursement of travel costs at the rates provided in the Federal Travel or Joint Travel Regulations. A ceiling price must be established for labor-hour and time-and-material orders.

(iii) The request for quotation may request the contractors, if necessary or appropriate, submit a project plan for performing the task and information on the contractor's experience and/or past performance performing similar tasks.

(iv) The request shall notify the contractors what basis will be used for selecting the contractor to receive the order. The notice shall include the basis for determining whether the contractors are technically qualified and provide an explanation regarding the intended use of any experience and/or past performance information in determining technical qualification of responses. If consideration will be limited to schedule contractors who are small business concerns as permitted by paragraph (2) below, the request shall notify the contractors that will be the case.

(2) Transmit the Request to Contractors:

Based upon an initial evaluation of catalogs and pricelists, the ordering activity should identify the contractors that appear to offer the best value (considering the scope of services offered, pricing and other factors such as contractors' locations, as appropriate) and transmit the request as follows:

NOTE: When buying IT professional services under SIN 132-51 ONLY, the ordering office, at its discretion, may limit consideration to those schedule contractors that are small business concerns. This limitation is not applicable when buying supplies and/or services under other SINs as well as SIN 132-51. The limitation may only be used when at least three (3) small businesses that appear to offer services that will meet the agency's needs are available, if the order is estimated to exceed the micro-purchase threshold.

(i) The request should be provided to at least three (3) contractors if the proposed order is estimated to exceed the micro-purchase threshold, but not to exceed the maximum order threshold.

(ii) For proposed orders exceeding the maximum order threshold, the request should be provided to additional contractors that offer services that will meet the agency's needs. Ordering

(iii) In addition, the request shall be provided to any contractor who specifically requests a copy of the request for the proposed order.

(iv) Ordering activities should strive to minimize the contractors' costs associated with responding to requests for quotes for specific orders. Requests should be tailored to the minimum level necessary for adequate evaluation and selection for order placement. Oral presentation should be considered, when possible.

(3) Evaluate Responses and Select the Contractor to Receive the Order:

After responses have been evaluated against the factors identified in the request, the order should be placed with the schedule contractor that represents the best value. (See FAR 8.404)

(b) The establishment of Federal Supply Schedule Blanket Purchase Agreements (BPAs) for recurring services is permitted when the procedures outlined herein are followed. All BPAs for services must define the services that may be ordered under the BPA, along with delivery or performance time frames, billing procedures, etc. The potential volume of orders under BPAs, regardless of the size of individual orders, may offer the ordering activity the opportunity to secure volume discounts. When establishing BPAs ordering offices shall –

(1) Inform contractors in the request for quotation (based on the ordering activity's requirement) if a single BPA or multiple BPAs will be established, and indicate the basis that will be used for selecting the contractors to be awarded the BPAs.

(i) SINGLE BPA: Generally, a single BPA should be established when the ordering activity can define the tasks to be ordered under the BPA and establish a firm-fixed price or ceiling price for individual tasks or services to be ordered. When this occurs, authorized users may place the order

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directly under the established BPA when the need for service arises. The schedule contractor that represents the best value should be awarded the BPA. (See FAR 8.404)

(ii) **MULTIPLE BPAs:** When the ordering activity determines multiple BPAs are needed to meet its requirements, the ordering activity should determine which contractors can meet any technical qualifications before establishing the BPAs. When establishing the BPAs, the procedure in (a)(2) above must be followed. The procedures at (a)(2) do not apply to orders issued under multiple BPAs. Authorized users must transmit the request for quote for an order to all BPA holders and then place the order with the schedule contractor that represents the best value.

(2) **Review BPAs Periodically:** Such reviews shall be conducted at least annually. The purpose of the review is to determine whether the BPA still represents the best value (See FAR 8.404)

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

(d) When the ordering activity's requirement involves both products as well as executive and/or professional services, the ordering activity should total the prices for the products and the firm-fixed price for the services and select the contractor that represents the greatest value in terms of best value. (See FAR 8.404)

(e) The ordering activity, at a minimum, should document orders by identifying the contractor from which the services were purchased from, the services purchased, and the amount paid. If other than a firm-fixed price order is placed, such documentation should include the basis for the determination to use a labor-hour or time-and-materials order. For agency requirements in excess of the micro-purchase threshold, the order file should document the evaluation of Schedule contractors' quotes that formed the basis for the selection of the contractor that received the order and the rationale for any trade-offs made in making the selection.

4. ORDERING PROCEDURES FOR OTHER SERVICES AVAILABLE ON SCHEDULE AT FIXED PRICES FOR SPECIFICALLY DEFINED SERVICES OR TASKS.

Orders placed pursuant to a Multiple Award Schedule (MAS), using the procedures in FAR 8.404, are considered to be issued pursuant to full and open competition. Therefore, when placing orders under Federal Supply Schedules, ordering offices need not seek further competition, synopsise the requirement, make a separate determination of fair and reasonable pricing, or consider small business set-asides in accordance with subpart 19.5. GSA has already determined the prices of items under schedule contracts to be fair and reasonable. By placing an order against a schedule using the procedures outlined below, the ordering office has concluded that the order represents the best value and results in the lowest overall cost alternative (considering price, special features, administrative costs, etc.) to meet the ordering activity's needs.

(1) **Orders placed at or below the micro-purchase threshold.** Ordering offices can place orders at or below the micro-purchase threshold with any Federal Supply Schedule Contractor.

(2) **Orders exceeding the micro-purchase threshold but not exceeding the maximum order threshold.** Orders should be placed with the Schedule Contractor that can provide the supply or service that represents the best value. Before placing an order, ordering offices should consider reasonably available information about the service offered under MAS contracts by using the "GSA Advantage!" on-line shopping service, or by reviewing the catalogs/pricelists of at least three Schedule Contractors and selecting the delivery and other options available under the schedule that meets the agency's needs. In selecting the service representing the best value, the ordering office may consider— (i) special features of the service that are required in effective program performance and that are not provided by a comparable service; and (ii) past performance.

(3) **Orders exceeding the maximum order threshold.** Each schedule contract has an established maximum order threshold. This threshold represents the point where it is advantageous for the ordering office to seek a price reduction. In addition to following the procedures in paragraph b, above, and before placing an order that exceeds the maximum order threshold, ordering offices shall--

(i) Review additional Schedule Contractors' catalogs/pricelists or use the "GSA Advantage!" on-line shopping service;

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

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

NOTE: For orders exceeding the maximum order threshold, the Contractor may:

(A) Offer a new lower price for this requirement (the Price Reductions clause is not applicable to orders placed over the maximum order in FAR 52.216-19 Order Limitations);

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

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

(4) **Blanket purchase agreements (BPAs).** The establishment of Federal Supply Schedule BPAs is permitted when following the ordering procedures in FAR 8.404. All schedule contracts contain BPA provisions. Ordering offices may use BPAs to establish accounts with Contractors to fill recurring requirements. BPAs should address the frequency of ordering and invoicing, discounts, and delivery locations and times.

(5) **Price reductions.** In addition to the circumstances outlined in paragraph (3), above, there may be instances when ordering offices will find it advantageous to request a price reduction. For example, when the ordering office finds a schedule service elsewhere at a lower price or when a BPA is being established to fill recurring requirements, requesting a price reduction could be advantageous. The potential volume of orders under these agreements, regardless of the size of the individual order, may offer the ordering office the opportunity to secure greater discounts. Schedule Contractors are not required to pass on to all schedule users a price reduction extended only to an individual agency for a specific order.

(6) **Small business.** For orders exceeding the micro-purchase threshold, ordering offices should give preference to the items of small business concerns when two or more items at the same delivered price will satisfy the requirement.

(7) **Documentation.** Orders should be documented, at a minimum, by identifying the Contractor the item was purchased from, the item purchased, and the amount paid. If an agency requirement in excess of the micro-purchase threshold is defined so as to require a particular brand name, product, or feature of a product peculiar to one manufacturer, thereby precluding consideration of a product manufactured by another company, the ordering office shall include an explanation in the file as to why the particular brand name, product, or feature is essential to satisfy the agency's needs.

5. ORDER

a. Agencies may use written orders, EDI orders, blanket purchase agreements, individual purchase orders, or task orders for ordering services under this contract. Blanket Purchase Agreements shall not extend beyond the end of the contract period; all services and delivery shall be made and the contract terms and conditions shall continue in effect until the completion of the order. Orders for tasks which extend beyond the fiscal year for which funds are available shall include FAR 52.232-19. Availability of Funds for the Next Fiscal Year. The purchase order shall specify availability of funds and the period for which funds are available.

b. All task orders are subject to the terms and conditions of the contract. In the event of conflict between a task order and the contract, the contract will take precedence.

6. PERFORMANCE OF SERVICES

a. The Contractor shall commence performance of services on the date agreed to by the Contractor and the ordering activity.

b. The Contractor agrees to render services only during normal working hours, unless otherwise agreed to by the Contractor and the ordering activity.

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c. The ordering activity should include criteria for satisfactory completion for each task in the Statement of Work or Delivery Order. Services shall be completed in a good and workmanlike manner.

d. Any Contractor travel required in the performance of IT/EC Services must comply with the Federal Travel Regulation or Joint Travel Regulations, as applicable, in effect on the date(s) the travel is performed. Established Federal Government per diem rates will apply to all Contractor travel. Contractors cannot use GSA city pair contracts.

7. INSPECTION OF SERVICES

The Inspection of Services–Fixed Price (AUG 1996) clause at FAR 52.246-4 applies to firm-fixed price orders placed under this contract. The Inspection–Time-and-Materials and Labor-Hour (JAN 1986) clause at FAR 52.246-6 applies to time-and-materials and labor-hour orders placed under this contract.

8. RESPONSIBILITIES OF THE CONTRACTOR

The Contractor shall comply with all laws, ordinances, and regulations (Federal, State, City, or otherwise) covering work of this character. If the end product of a task order is software, then FAR 52.227-14 Rights in Data – General, may apply.

9. RESPONSIBILITIES OF THE ORDERING ACTIVITY

Subject to security regulations, the ordering activity shall permit Contractor access to all facilities necessary to perform the requisite IT/EC Services.

10. INDEPENDENT CONTRACTOR

All IT/EC Services performed by the Contractor under the terms of this contract shall be as an independent Contractor, and not as an agent or employee of the ordering activity.

11. ORGANIZATIONAL CONFLICTS OF INTEREST

a. Definitions.

“Contractor” means the person, firm, unincorporated association, joint venture, partnership, or corporation that is a party to this contract.

“Contractor and its affiliates” and “Contractor or its affiliates” refers to the Contractor, its chief executives, directors, officers, subsidiaries, affiliates, subcontractors at any tier, and consultants and any joint venture involving the Contractor, any entity into or with which the Contractor subsequently merges or affiliates, or any other successor or assignee of the Contractor.

An “Organizational conflict of interest” exists when the nature of the work to be performed under a proposed ordering activity contract, without some restriction on activities by the Contractor and its affiliates, may either (i) result in an unfair competitive advantage to the Contractor or its affiliates or (ii) impair the Contractor’s or its affiliates’ objectivity in performing contract work.

b. To avoid an organizational or financial conflict of interest and to avoid prejudicing the best interests of the ordering activity, ordering offices may place restrictions on the Contractors, its affiliates, chief executives, directors, subsidiaries and subcontractors at any tier when placing orders against schedule contracts. Such restrictions shall be consistent with FAR 9.505 and shall be designed to avoid, neutralize, or mitigate organizational conflicts of interest that might otherwise exist in situations related to individual orders placed against the schedule contract. Examples of situations, which may require restrictions, are provided at FAR 9.508.

12. INVOICES

The Contractor, upon completion of the work ordered, shall submit invoices for IT/EC services. Progress payments may be authorized by the ordering activity on individual orders if appropriate. Progress payments shall be based upon completion of defined milestones or interim products. Invoices shall be submitted monthly for recurring services performed during the preceding month.

13. PAYMENTS

For firm-fixed price orders the ordering activity shall pay the Contractor, upon submission of proper invoices or vouchers, the prices stipulated in this contract for service rendered and accepted. Progress payments shall be made only when authorized by the order. For time-and-materials orders, the Payments under Time-and-Materials and Labor-Hour Contracts at FAR 52.232-7 (DEC 2002), Alternate I (APR 1984) applies to time-and-materials orders placed under this contract. For labor-hour orders, the Payment under Time-and-Materials and Labor-Hour Contracts at FAR 52.232-7 (DEC 2002), Alternate II (DEC 2002) applies to labor-hour orders placed under this contract.

14. RESUMES

Resumes shall be provided to the GSA Contracting Officer or the user ordering activity upon request.

15. INCIDENTAL SUPPORT COSTS

Incidental support costs are available outside the scope of this contract. The costs will be negotiated separately with the ordering activity in accordance with the guidelines set forth in the FAR.

16. APPROVAL OF SUBCONTRACTS

The ordering activity may require that the Contractor receive, from the ordering activity's Contracting Officer, written consent before placing any subcontract for furnishing any of the work called for in a task order.

17. DESCRIPTION OF IT SERVICES AND PRICING**IT Facility Operation and Maintenance**

DRS provides comprehensive services and support to operate, maintain and manage government or commercial computer system facilities. The range of services we offer includes:

Computer Center operations support including loading programs, mounting discs and tapes, configuring systems, installing builds, perform media backups, perform routine maintenance and run diagnostics, scheduling of resources, maintain computer center configuration drawings and configuration status, perform equipment upgrades, conduct system checkout, and install hardware and software upgrades or enhancements.

IT Systems Development Services

DRS provides comprehensive services and support needed to develop, install, configure, integrate and test, and document information technology systems. DRS development experience includes command and control systems, simulation systems, and test and integration systems and test tools. Services offered includes:

Site preparation, hardware and software installation, applications programming, integration and program acceptance testing, analysis of test results, and generation of as-built drawings.

IT Systems Analysis Services

DRS provides system analysis services which encompass the design, installation, integration, and life-cycle support of new and upgraded computer systems and networks. Services offered includes:

Comprehensive site surveys, feasibility studies, requirements identification, analysis and documentation, risk assessments, system cost estimates, network and application software engineering, trade-off analysis and technical studies, and rapid prototyping to analyze and identify optimal solutions.

Automated Information Systems Design and Integration Services

DRS provides automated information systems design and integration services including: systems requirements analysis and documentation, computer network design, hardware and software design, installation, system test and integration, and detailed technical documentation as required.

Programming Services

DRS provides programming services including: software design, software development, software maintenance, operational test and evaluation, software test planning and execution, independent verification and validation, configuration management, and quality assurance.

IT Data Conversion Services

DRS provides data conversion services. DRS Data Conversion experience includes:
Conversion of existing computer software from one computer/language/programming environment to another,
Conversion of Data Bases from legacy environments to current formats, and from local to distributed environments,
and Conversion of Configuration Management tools from FoxPro to Access.

IT Network Management Services

DRS TSI provides comprehensive services in the area of network configuration and management. These services apply to both Local Area and Wide Area Networks (LANs and WANs). Services provided include the following:

System architectural design and component specification, system installation and configuration (address entry, router configuration, node configuration, etc.), traffic monitoring and analysis, load adjustment, casualty reconfiguration and growth planning, installation and operation documentation, and personnel training for both use and maintenance.

Other Information Technology Services

DRS provides a number of IT support services across the entire system development life cycle including:

Program Management support, Database Design, Integration and Operational Test Engineering support, Network Engineering, Design and Installation support, Modeling and Simulation support, Systems Installation, Checkout and Acceptance Support, Hardware Maintenance and Repair, Systems Documentation, Database Administration, Document Management and Distribution, and Configuration Management.

DRS TSI Labor Categories

The following paragraphs define qualifications for the labor categories that follow:

1. Program Manager
2. Advanced Technologies
3. Senior Scientist
4. Sr. Systems Engineer
5. Systems Engineer III
6. Systems Engineer II
7. Systems Engineer I
8. Hardware Design Engineer III
9. Hardware Design Engineer II
10. Computer Systems Analyst III
11. Computer Systems Analyst II
12. Electronics Technician III
13. Electronics Technician II
14. Applications Programmer III
15. Applications Programmer II
16. Applications Programmer I
17. Systems Software Engineer III
18. Systems Software Engineer II
19. Systems Software Engineer I
20. Systems Analyst III
21. Systems Analyst II
22. Systems Analyst I
23. Junior Engineer
24. Staff Administrator
25. Administrative Assistant
26. Clerical

Note that in all qualifications, the following comments apply:

- Registration as a professional in a management or engineering discipline in a particular specialty is considered to be equivalent to a bachelor's degree.
- For all labor categories, eight years experience in the specialty area will be considered equivalent to a formal degree or certification, and two years experience within the specialty is considered the equivalent of one year of formal education.
- Experience may be substituted for only one educational degree for any one individual.
- All degrees shall be from an accredited university or college.
- For technical specialties, two years of experience within the specialty area will be considered equivalent to specialty certification or trade school certification.
- For the purposes herein, a Cognitive Science degree is considered a Computer Science degree and an Operations Research degree is considered an Engineering degree.

1. Program Manager

Minimum / General Experience: Eight (8) years of work experience in increasing responsibilities in a technical management, engineering management, and/or project management position.

Demonstrated leadership skills of planning, organizing, leading, and controlling the activities of a project. Ability to access, interpret, and apply Government and industry standards, specifications, and handbooks to the unique requirement of the project. Individual possesses excellent oral and written communication skills.

Functional Responsibility: Responsible for overall direction and management of a project. Monitors task progress and keeps Director of Programs abreast of all problems and accomplishments.

Responsible for the development of planning documents, instructions, and standards that are needed for each project. Supervises, leads, and directs technical teams and project activities. Manages project schedules, resources, and budgets. Performs site surveys. Prepares project plans including schedules with major and minor milestones and bills of materials. Anticipates requirements for and requisitions manpower resources, materials, tools, and test equipment needed to complete projects.

Minimum Education: Bachelor's Degree in Engineering, Computer Science, Math, Physics, or a related technical area, or in management discipline.

2. Advanced Technologies

Minimum / General Experience: Ten (10) years of experience encompassing the expertise of both the System Engineer III and Systems Software Engineer III. In addition, possesses subject matter expertise unique to the assigned application.

Functional Responsibility: Prepares engineering management plans, monitors schedule execution, and integrates recommendations for corrective and remedial action; prepares status reports and provides technical guidance to junior engineers for development of engineering designs and documentation. Performs systems engineering and analysis of computer, communications and network systems and/or leads and supervises others in providing solutions to difficult problems.

Minimum Education: Bachelor's Degree in Engineering, Computer Science, Math, Physics, or a related technical area, or equivalent directly related experience in addition to the Minimum General Experience.

3. Senior Scientist

Minimum / General Experience: Five (5) years of experience encompassing the expertise of both the System Engineer III and Systems Software Engineer III. In addition, possesses subject matter expertise unique to the assigned application.

Functional Responsibility: Prepares engineering management plans, monitors schedule execution, and integrates recommendations for corrective and remedial action; prepares status reports and provides technical guidance to junior engineers for development of engineering designs and documentation. Performs systems engineering and analysis of computer, communications and network systems and/or leads and supervises others in providing solutions to difficult problems.

Minimum Education: Bachelor's Degree in Engineering, Computer Science, Math, Physics, or a related technical area, or equivalent directly related experience in addition to the Minimum General Experience.

4. Sr. Systems Engineer

Minimum / General Experience: Ten (10) years of experience in a technical position that requires exercising independent judgment and technical discretion involving any combination of the following areas: system architecture, system design, system test and integration, technical management, and direct interface with customer personnel.

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Evaluates and develops technical input to the systems engineering process. Typically leads effort such as identification to customer's needs and objective, requirement definition, evaluation of state of the art and emerging commercial technology base, and identification of applicable military and commercial specification and standards.

Performs requirements analysis. Defines performance and design constraints. Develops and/or reviews specifications, drawing and product descriptive data, participates in technical and management reviews, develops content for contract technical packages (SOW, CDRL, Specifications), and assists and advises junior engineering and technical personnel in the resolution of engineering issues.

Provides progress measurement and tracking mechanisms including POA&M's and master schedules, trade-off studies, effectiveness analyses, risk management studies and technical performance data to support design reviews and audits. Develops, maintains and performs quality assurance reviews of engineering data, e.g., specifications, equipment technical manuals, system level manuals and engineering drawings.

Provides other support including reliability/maintainability modeling and evaluation, safety engineering, human factors engineering and quality assurance.

Functional Responsibility: Prepares engineering management plans, monitors schedule execution and integrates recommendations for corrective and remedial action; prepares status reports and provides technical guidance to junior engineers for development of engineering designs and documentation.

Minimum Education: Bachelor's Degree in Engineering, Computer Science, Math, Physics.

5. Systems Engineer III

Minimum / General Experience: Eight (8) years of experience in a technical position that requires exercising independent judgment and technical discretion involving any combination of the following areas: system architecture, system design, system test and integration, technical management, and direct interface with customer personnel.

Evaluates and develops technical input to the systems engineering process. Typically leads efforts such as identification of customer needs and objectives, requirement definition, evaluations of state of the art and emerging commercial technology base, and identification of applicable military and commercial specifications and standards.

Performs requirement analysis. Defines performance and design constraints. Develops and/or reviews specifications, drawings and product descriptive data, participates in technical and management reviews, develops content for contract technical packages (SOW, CDRL, Specifications), and assists and advises junior engineering and technical personnel in the resolution of engineering issues.

Provides progress measurement and tracking mechanisms including POA&M's and master schedules, trade-off studies, effectiveness analyses, risk management studies and technical performance data to support design reviews and audits. Develops, maintains, and performs quality assurance reviews of engineering data, e.g., specifications, equipment technical manuals, system level manuals and engineering drawings.

Provides other support including reliability/maintainability modeling and evaluation, safety engineering, human factors engineering and quality assurance.

Functional Responsibility: Prepares engineering management plans, monitors schedule execution, and integrates recommendations for corrective and remedial action; prepares status reports and provides technical guidance to junior engineers for development of engineering designs and documentation.

Minimum Education: Bachelor's Degree in Engineering, Computer Science, Math, or Physics.

6. Systems Engineer II

Minimum / General Experience: Eight (8) years of experience in a technical position that requires exercising judgment and technical discretion involving any combination of the following areas: system architecture, system design, system test and integration, technical management, and direct interface with customer personnel. Performs requirement analysis. Defines performance and design constraints. Develops and/or reviews specifications,

drawings and product descriptive data, provides technical support to customer systems requirements analyses and participates in technical and management reviews.

Provides progress measurement, assessment, and decision mechanisms required to evaluate design capabilities and document system design and decision data.

Develops, maintains, and performs quality assurance reviews of engineering data, e.g., specifications, equipment technical manuals, system level manuals and engineering drawings.

Provides other support including reliability/maintainability modeling and evaluation, safety engineering, human factors engineering and quality assurance.

Functional Responsibility: Prepares engineering management plans, monitors schedule execution, and integrates recommendations for corrective and remedial action; prepares status reports and provides technical guidance to junior engineers for development of engineering designs and documentation.

Minimum Education: Bachelor's Degree in Engineering, Computer Science, Math, or Physics.

7. Systems Engineer I

Minimum / General Experience: Six (6) years experience in a technical position that requires exercising independent judgment and technical discretion involving any of the following areas: system architecture, system design, system test and integration, technical management, and direct interface with customer personnel for the solution of technical problems.

Assists in evaluating and developing technical input to the systems engineering process. Typically supports efforts such as identification of customer needs and objectives, requirement analysis, and design documentation for system hardware and software architecture.

Functional Responsibility: Provides input for engineering management plans, monitors schedule execution; assists in the preparation of status reports; and provides technical contributions to hardware and software engineers for development of engineering designs and documentation.

Minimum Education: Bachelor's Degree in Engineering, Computer Science, Math, Physics, or a related technical area or equivalent experience.

8. Hardware Design Engineer III

Minimum / General Experience: Seven (7) years of working experience in hardware/system design of computer-based systems and LAN/WAN/MAN network architecture. The experience shall include recent successful hardware design experience involving systems conforming with or supporting multi-protocol applications. Requires knowledge of available hardware, operating system software, input/output devices, and interface standards and protocols.

Functional Responsibility: Designs, engineers, installs, and tests computer-based systems, network systems, and hardware components of computer-based systems to meet complex system integration requirements.

Minimum Education: Bachelor's Degree in Engineering, Computer Science, Math, Physics, or a related technical area.

9. Hardware Design Engineer II

Minimum / General Experience: Four (4) years of working experience in Hardware / system design of computer-based systems and LAN/WAN/MAN network architecture. The experience shall include recent successful hardware design experience involving systems conforming with or supporting multi-protocol applications. Requires knowledge of available hardware, system software, input/output devices, and interface standards and protocols.

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Functional Responsibility: Designs, engineers, installs, and tests computer-based systems, network systems, and hardware components of computer-based systems to meet complex system integration requirements.

Minimum Education: Bachelor's Degree in Engineering, Computer Science, Math, Physics, or a related technical area.

10. Computer Systems Analyst III

Minimum / General Experience: Ten (10) years of working experience with commanding knowledge as a computer systems analyst or programmer.

Develops databases and performs other programming functions.

Functional Responsibility: Responsible for maintaining current knowledge of communication / computer systems, Government planning, and existing industry network and telecommunication standards that will meet DoD missions.

Minimum Education: Bachelor's Degree in Engineering, Computer Science, Math, Physics, or a related technical area.

11. Computer Systems Analyst II

Minimum / General Experience: Eight (8) years of working experience as a computer systems analyst or programmer.

Experience includes implementing communication/computer systems in accordance with accepted methodology. Performs requirements analysis for a wide range of users in areas of command and control, office automation, finance, and inventory; producing and reviewing test steps for measuring product/system performance of computer networks; as well as interpreting test results and developing recommendations for unsatisfactory test results.

Develops databases and performs other programming functions.

Functional Responsibility: Responsible for maintaining current knowledge of communication / computer systems, Government planning, and existing industry network and telecommunication standards that will meet DoD missions.

Minimum Education: Bachelor's Degree in Engineering, Computer Science, Math, Physics, or a related technical area.

12. Electronics Technician III

Minimum / General Experience: Eight (8) years of experience in installing and maintaining complex electronic systems and components or networks along with associated software. Experience includes work with various network protocols, test equipment, and diagnostics.

Assists lower level technicians in performing such activities as replacing components, wiring circuits, and taking test measurements. Repairs simple and complex electronic equipment and uses sophisticated tools and test equipment. Performs procedures, observes results, and records information for evaluation. Performs operational checks and basic start-up procedures and conducts routine preventive maintenance in accordance with written procedures. Applies advanced technical knowledge to solve unusually complex problems (i.e., those that typically cannot be solved solely by interpreting manufacturers' manuals or similar documents) in working on electronic equipment.

Exercises independent judgment in performing tasks such as making circuit analysis and tracing relationships in signal flow, and regularly uses complex test instruments.

Functional Responsibility: Works independently to install, operate, maintain or repair highly complex electronic or integrated network systems. Applies working technical knowledge to perform routine or complex tasks in working on electronic equipment following instructions that may or may not cover all procedures.

Minimum Education: BS or AS Degree in Engineering, Computer Science, Math, Physics, or a related technical area, or equivalent experience.

13. Electronics Technician II

Minimum / General Experience: Six (6) years of experience in installing and maintaining electronic systems and components or networks along with associated software. Experience includes training on test equipment and diagnostics.

Repairs complex electronic equipment and uses tools and test equipment that are more sophisticated than the routine pieces of equipment (e.g., spectrum analyzers, Q-meters, pulse generators, etc.). Performs procedures, observes results, and records information for evaluation. Performs operational checks and basic start-up procedures and conducts routine preventive maintenance in accordance with written procedures.

Applies comprehensive technical knowledge to solve complex problems (i.e., those that typically can be solved solely by interpreting manufactures' manuals or similar documents) in working on electronic equipment. Determines work sequences and selects appropriate tools and test equipment for the maintenance and repair of electronic equipment and systems. Interprets the results found during testing sequences and evaluates test data against acceptance criteria.

Functional Responsibility: Works under general supervision and installs, operates, maintains, or repairs complex electronic or integrated network systems. Applies working technical knowledge to perform simple or routine tasks in working on electronic equipment, following instructions that may or may not cover all procedures. Assists other technicians in performing such activities as replacing components, wiring circuits, taking test measurements, and performing preventive and corrective maintenance.

Minimum Education: High school (or GED equivalent) or technical certification in an electronic discipline.

14. Applications Programmer III

Minimum / General Experience: Ten (10) years of experience in computer systems and computer software. Experience includes work with various computer systems, operating systems and compilers and development tools. Proven ability to develop complex software to satisfy design objectives.

Functional Responsibility: Develops block diagrams and logic flow charts. Translates detailed design into computer software. Tests, debugs, and refines software to produce the required product. Prepares documentation to support the software product. Demonstrated ability to work independently or under general direction.

Minimum Education: Bachelor's Degree in Engineering, Computer Science, Math, Physics, or a related technical area.

15. Applications Programmer II

Minimum / General Experience: Eight (8) years of experience in computer systems and computer software. Experience includes work with various computer systems, operating systems and compilers and development tools. Proven ability to develop complex software to satisfy design objectives.

Functional Responsibility: Develops block diagrams and logic flow charts. Translates detailed design into computer software. Tests, debugs, and refines software to produce the required product. Prepares documentation to support the software product. Works independently or under guidance of senior applications programmer.

Minimum Education: Bachelor's Degree in Engineering, Computer Science, Math, Physics, or a related technical area.

16. Applications Programmer I

Minimum / General Experience: Entry level position in computer systems and computer software. Has knowledge of various computer systems, operating systems and compilers and development tools.

Functional Responsibility: Assists applications programmers to interpret software requirements and design specifications to code, integrate and test software components.

Minimum Education: Bachelor's Degree in Engineering, Computer Science, Math, Physics, or a related technical area.

17. Systems Software Engineer III

Minimum / General Experience: Ten (10) years of working experience in a lead role in performing complex systems engineering and analysis of software based computer, communications, and/or network systems. Performs development, testing and installation of computers, networks, communication devices, application software, and related computer hardware.

Possess keen troubleshooting expertise and has the ability to assist other engineers with difficult troubleshooting problems. Is experienced in conducting of testing and in the development and use of test plans, test procedures and test reports.

Has demonstrated ability to manage other engineers in accomplishing difficult engineering tasks or projects.

Functional Responsibility: Performs systems engineering and analysis of computer, communications and network systems and/or leads and supervises others in providing solutions to difficult problems.

Minimum Education: Bachelor's Degree in Engineering, Computer Science, Math, Physics.

18. Systems Software Engineer II

Minimum / General Experience: Eight (8) years of working experience in performing complex systems engineering and analysis of software based computer, communications, and/or network systems. Supports the development, testing and installation of computers, networks, communication devices, application software, and related computer hardware.

Possess expertise and ability to assist in troubleshooting difficult problems. Is experienced in conducting of testing and in the development and use of test plans, test procedures and test reports.

Has demonstrated ability to perform system engineering in accomplishing difficult engineering tasks or projects.

Functional Responsibility: Performs systems engineering and analysis of computer, communications and network systems.

Minimum Education: Bachelor's Degree in Engineering, Computer Science, Math, Physics.

19. Systems Software Engineer I

Minimum / General Experience: Four (4) years of working experience in performing systems engineering and analysis of software based computer, communications, and/or network systems. Supports the development, testing and installation of computers, networks, communication devices, application software, and related computer hardware.

Possess ability to assist in troubleshooting technical problems. Is experienced in conducting of testing and in the development and use of test plans, test procedures and test reports.

Has ability to support senior engineering personnel in performance of system engineering to accomplish difficult engineering tasks or projects.

Functional Responsibility: Performs systems engineering and analysis of computer, communications and network systems.

Minimum Education: Bachelor's Degree in Engineering, Computer Science, Math, Physics, or equivalent experience.

20. Systems Analyst III

Minimum / General Experience: Ten (10) years of general systems analyst experience including a minimum of three (3) years experience in a specialized area of expertise such as software development, test and evaluation, or configuration management of complex software projects.

Functional Responsibility: Performs independent development and / or test of small system projects, or develops plans for ADP systems to manage and control project data throughout the entire software-development life cycle. May serve as a lead analyst providing supervision and technical guidance to other project members for particular software-related tasks on smaller projects.

Minimum Education: Bachelor's Degree in Engineering, Computer Science, Math, Physics, Information Systems, or equivalent experience.

21. Systems Analyst II

Minimum / General Experience: Eight (8) years of general systems analyst experience. Receives guidance from Systems Analyst III or other labor category equivalent on assignments.

Functional Responsibility: Exercises analytical techniques when gathering project data from users, defining work problems, designing a system of computer programs, and developing procedures to resolve the problems. Adapts and executes plans for ADP systems to manage and control project data throughout the entire software development life cycle. Analyzes methods of approach for adaptation and / or process improvement. Gathers information, prepares project reports, prepares specifications for programs, coordinates work with programmers, analyzes test results and prepares configuration management plans and procedures.

Minimum Education: Bachelor's Degree in Engineering, Computer Science, Math, Physics, Information Systems, or equivalent experience.

22. Systems Analyst I

Minimum / General Experience: Two (2) years of general systems analyst experience. Performs analyst tasks under Supervision of Systems Analysts III or II or other labor category equivalent.

Functional Responsibility: Gathers information, prepares project reports and specifications for programs, coordinates work with programmers, analyzes test results and prepares configuration management plans and procedures.

Minimum Education: Bachelor's Degree in Engineering, Computer Science, Math, Physics, Information Systems, or equivalent experience.

23. Junior Engineer

Minimum / General Experience: Entry level engineering position. Under guidance of senior engineers, assists in performing systems engineering and analysis of software based computer, communications, and/or network systems. Supports the development, testing and installation of computers, networks, communication devices, application software, and related computer hardware.

Has ability to support senior engineering personnel in performance of system engineering to accomplish difficult engineering tasks or projects.

Functional Responsibility: Performs systems engineering and analysis of computer, communications and network systems, as assigned.

Minimum Education: Bachelor's Degree in Engineering, Computer Science, Math, Physics, or equivalent experience.

24. Staff Administrator

Minimum / General Experience: Entry level position in administrative and business support services. Understands business administration including profit and loss, cash flow analysis and financial bookkeeping.

Has skill to provide support to senior administrative personnel, as required. Has skills in updating and organizing data, and executing procedures, and providing reports as required.

Functional Responsibility: Assists in performance of business support services of the administrative department.

Minimum Education: AA degree in business or related field, or equivalent experience.

25. Administrative Assistant

Minimum / General Experience: Entry level position in administrative and business support services. Possess the ability to use automated computer business software. Understands business administration including bookkeeping and general clerical support.

Has expertise and skills to provide support to senior administrative personnel, as required. With guidance, has ability to follow business procedures and generate reports.

Functional Responsibility: Perform administrative and business support services.

Minimum Education: High School diploma (or GED equivalent).

26. Clerical

Minimum / General Experience: Two (2) years of industry or related on-the-job experience. Proficient in the use of PC's and in use of selected business application software packages such as: WordPerfect, MS-Word, Excel, PowerPoint, Publisher, and LOTUS.

Has experience with access of the Internet.

Functional Responsibility: Performs routine administrative computer operations such as word processing. Prepares, formats, and prints administrative correspondence. Operates computer equipment and basic telecommunications equipment including telephones, copiers and facsimile machines. Maintains basic office filing system, as required.

Minimum Education: High School diploma (or GED equivalent).

GSA Federal Supply Schedule**DRS TECHNICAL SERVICES, INC.**

2535 CAMINO DEL RIO SOUTH, SUITE 300 • SAN DIEGO, CA 92108

DRS TSI Labor Rates

Table 1 contains DRS' Labor Off-Site Rates for the Information Technology (IT) Professional Services offered through GS-35F-0056J.

Table 1
DRS Technical Services, Inc.
Off-Site Labor Rates

DRS TSI OFF-SITE RATES		
LABOR CATEGORY		FY09
		Effective 10/01/08
Program Manager		\$93.03
Advanced Technologies		\$213.82
Senior Scientist		\$125.68
Sr. Systems Engineer		\$142.36
System Engineer III		\$106.84
System Engineer II		\$86.48
System Engineer I		\$62.07
Hardware Design Engineer III		\$89.74
Hardware Design Engineer II		\$56.62
Computer Systems Analyst III		\$83.16
Computer Systems Analyst II		\$66.89
Electronics Technician III		\$55.25
Electronics Technician II		\$44.26
Applications Programmer III		\$84.92
Applications Programmer II		\$72.94
System Software Engineer III		\$84.92
System Software Engineer II		\$67.01
System Software Engineer I		\$60.71
Systems Analyst III		\$54.37
Systems Analyst II		\$39.63
Junior Engineer		\$42.29
Staff Administrator		\$53.51
Administrative Assistant		\$34.86
Clerical		\$37.91
FY = Government Fiscal Year		

GSA Federal Supply Schedule**DRS TECHNICAL SERVICES, INC.**

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Table 2 contains DRS' Labor On-Site Rates for the Information Technology (IT) Professional Services offered through GS-35F-0056J.

Table 2
DRS Technical Services, Inc.
On-Site Labor Rates

DRS TSI ON-SITE RATES		
LABOR CATEGORY		FY09
		Effective 10/01/08
Senior Scientist		\$116.61
Sr. Systems Engineer		\$98.42
System Engineer III		\$103.09
System Engineer II		\$69.05
System Engineer I		\$65.59
Hardware Design Engineer III		\$91.26
Hardware Design Engineer II		\$56.01
Computer Systems Analyst III		\$70.50
Electronics Technician III		\$56.93
Electronics Technician II		\$39.62
Applications Programmer II		\$58.21
Applications Programmer I		\$49.75
System Software Engineer I		\$47.48
Systems Analyst III		\$39.09
Systems Analyst II		\$39.70
Systems Analyst I		\$32.19
Junior Engineer		\$47.97
Administrative Assistant		\$27.97
Clerical		\$30.30
FY = Government Fiscal Year		

GSA Federal Supply Schedule

DRS TECHNICAL SERVICES, INC.

2535 CAMINO DEL RIO SOUTH, SUITE 300 • SAN DIEGO, CA 92108

USA COMMITMENT TO PROMOTE SMALL BUSINESS PARTICIPATION PROCUREMENT PROGRAMS

PREAMBLE

DRS Technical Services, Inc. provides commercial products and services to ordering activities. We are committed to promoting participation of small, small disadvantaged and women-owned small businesses in our contracts. We pledge to provide opportunities to the small business community through reselling opportunities, mentor-protégé programs, joint ventures, teaming arrangements, and subcontracting.

COMMITMENT

To actively seek and partner with small businesses.

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

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

To undertake significant efforts to determine the potential of small, small disadvantaged and women-owned small business to supply products and services to our company.

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

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

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

We signify our commitment to work in partnership with small, small disadvantaged and women-owned small businesses to promote and increase their participation in Federal Government contracts. To accelerate potential opportunities please contact Ms. Rena Rowe, (619) 299-3210, rrowe1@drs-ds.com.

DRS TECHNICAL SERVICES, INC.

2535 CAMINO DEL RIO SOUTH, SUITE 300 • SAN DIEGO, CA 92108

**BEST VALUE
BLANKET PURCHASE AGREEMENT
FEDERAL SUPPLY SCHEDULE**

(Insert Customer Name)

In the spirit of the Federal Acquisition Streamlining Act (Ordering Activity) and (Contractor), enter into a cooperative agreement to further reduce the administrative costs of acquiring commercial items from the General Services Administration (GSA) Federal Supply Schedule Contract(s) _____.

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

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

Signatures

ORDERING ACTIVITY

DATE _____

CONTRACTOR

DATE _____

GSA Federal Supply Schedule**DRS TECHNICAL SERVICES, INC.**

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BPA NUMBER _____

(CUSTOMER NAME)
BLANKET PURCHASE AGREEMENT

Pursuant to GSA Federal Supply Schedule Contract Number(s) _____, Blanket Purchase Agreements, the Contractor agrees to the following terms of a Blanket Purchase Agreement (BPA) EXCLUSIVELY WITH (Ordering Activity):

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

MODEL NUMBER/PART NUMBER *SPECIAL BPA DISCOUNT/PRICE_____

(2) Delivery:

DESTINATION**DELIVERY SCHEDULE/DATES**_____

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

(4) This BPA does not obligate any funds.

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

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

OFFICE**POINT OF CONTACT**_____

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

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

- (a) Name of Contractor;
- (b) Contract Number;
- (c) BPA Number;
- (d) Model Number or National Stock Number (NSN);
- (e) Purchase Order Number;
- (f) Date of Purchase;
- (g) Quantity, Unit Price, and Extension of Each Item (unit prices and extensions need not be shown when incompatible with the use of automated systems; provided, that the invoice is itemized to show the information); and
- (h) Date of Shipment.

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

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

GSA Federal Supply Schedule

DRS TECHNICAL SERVICES, INC.

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BASIC GUIDELINES FOR USING “CONTRACTOR TEAM ARRANGEMENTS”

Federal Supply Schedule Contractors may use “Contractor Team Arrangements” (see FAR 9.6) to provide solutions when responding to a customer agency requirements.

These Team Arrangements can be included under a Blanket Purchase Agreement (BPA). BPAs are permitted under all Federal Supply Schedule contracts.

Orders under a Team Arrangement are subject to terms and conditions of the Federal Supply Schedule Contract.

Participation in a Team Arrangement is limited to Federal Supply Schedule Contractors.

Customers should refer to FAR 9.6 for specific details on Team Arrangements.

Here is a general outline on how it works:

- The customer identifies their requirements.
- Federal Supply Schedule Contractors may individually meet the customer's needs, or -
- Federal Supply Schedule Contractors may individually submit a Schedules “Team Solution” to meet the customer's requirement.
- Customers make a best value selection.