



# SPECTRUM

## ENVISION THE FUTURE

**General Services Administration  
Federal Acquisition Service**  
*Authorized Federal Supply Schedule Price List*

**Schedule 70 – General Purpose Commercial Information Technology  
(IT) Equipment, Software and Services**

**Contract Number:  
GS-35F-0445N**

Contract Period: March 26, 2013 through March 25, 2018

Current through Modification No. PA-0030, dated 17 September 2015

**Spectrum Comm, Inc.**

One Compass Way Suite 300,  
Newport News, VA 23606

Telephone: (757) 224-7500

Fax Number: (757) 224-7515

Website: [www.sptrm.com](http://www.sptrm.com)

Email: [contracts@sptrm.com](mailto:contracts@sptrm.com)

Business Size: Large Business

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!*<sup>TM</sup>, a menu-driven database system.

The INTERNET address for GSA *Advantage!*<sup>TM</sup> is <http://www.GSAAdvantage.gov>.

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





Schedule  
Contract

Information Technology (IT)



SPECTRUM  
ENVISION THE FUTURE

## TABLE OF CONTENTS

---

Special Item Number (SIN) .....	2
Customer Information .....	3
Section A – 1 Labor Categories .....	9
Section A – 2 Labor Rates .....	13



**Information Technology (IT)**



**SPECIAL ITEM NUMBER (SIN)**

**132-51 INFORMATION TECHNOLOGY PROFESSIONAL SERVICES**

Services required under this SIN involve services to assist agencies in resources and facilities management, database planning and design, systems analysis and design, network services, programming, millennium conversion services, conversion and implementation support network services project management, data/ records management, and other services relevant to 29CFR541.400.

- FPDS Code D301 IT Facility Operation and Maintenance
- FPDS Code D302 IT Systems Development Services
- FPDS Code D306 IT Systems Analysis Services
- FPDS Code D307 Automated Information Systems Design and Integration Services
- FPDS Code D308 Programming Services
- FPDS Code D310 IT Backup and Security Services
- FPDS Code D311 IT Data Conversion Services
- FPDS Code D313 Computer Aided Design/Computer Aided Manufacturing (CAD/CAM) Services
- FPDS Code D316 IT Network Management Services
- FPDS Code D317 Creation/Retrieval of IT Related Automated News Services, Data Services, or Other Information Services (All other information services belong under Schedule 76)
- FPDS Code D399 Other Information Technology Services, Not Elsewhere Classified

Note: All non-professional labor categories must be incidental to and used solely to support hardware, software and/or professional services, and cannot be purchased separately.



**Information Technology (IT)**



**CUSTOMER INFORMATION:**

**1. Scope of Contract:**

Spectrum Comm. Inc's labor categories and associated qualifications for Information Technology Services are applicable for the SIN under this contract.

General Purpose Commercial Information Technology Equipment, Software and Services	
SIN	Title
132-51	Information Technology (IT) Professional Services

**2. Maximum Order:**

Spectrum Comm. Inc is proposing a no maximum task order size for the contract. A maximum threshold value of \$500,000 for each task order can be established for the contract. For orders exceeding the maximum order threshold, it is understood that a client may need to send additional contract bids or request additional discounts.

**3. Minimum Order:**

Spectrum Comm, Inc is proposing a minimum of \$100 unless Spectrum agrees to accept a smaller order amount. Spectrum agrees to accept a smaller order amount. When the Government requires supplies or services by this contract in an amount less than \$100, the Government is not obligated to purchase, nor is Spectrum obligated to furnish those supplies or services under the contract. However, if the Government places such orders, they shall be deemed accepted by Spectrum, unless returned to the ordering office within 5 workdays after receipt by Spectrum.

**4. Geographic Coverage (delivery area).**

Domestic and Overseas Delivery:

Domestic delivery includes, the 48 contiguous states, Alaska, Hawaii, Puerto Rico, the District of Columbia and U.S. Territories.

Overseas delivery includes; points outside of the 48 contiguous states, Washington, DC, Alaska, Hawaii, Puerto Rico, and U.S. Territories.

## Information Technology (IT)

### 5. Point(s) of production (city, county, and State or foreign country).

Same as company address. Services under this Schedule/ Price list are available at any client location within the geographic scope on a TDY or permanent basis, which is determined by individual task orders.

### 6. Discount from list prices or statement of net price.

Prices shown are NET prices. Basic discounts have been deducted.

### 7. Quantity discounts.

None offered. However, it is Spectrum Comm Inc's policy to review every task order to determine if a discount may be required at the time of a proposed response.

### 8. Prompt payment terms.

1% - 30 days from receipt of invoice or date of acceptance, whichever is later.

### 9. Scope of Contract:

a. The prices, terms and conditions stated under Special Item Number 132-51 Information Technology Professional Services and Special Item Number 132-52 Electronic Commerce Services apply exclusively to IT/EC 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.

c. Notification that Government purchase cards are accepted at or below the micro-purchase threshold.

Yes. Government Commercial Credit Cards will be acceptable for payment. Contractors are required to accept the Government purchase card for payments equal to or less than the micro-purchase threshold for oral or written delivery orders.

d. Notification whether Government purchase cards are accepted or not accepted above the micro purchase threshold.

Spectrum will accept orders over the micro-purchase threshold \$3,000.

### 10. Foreign items (list items by country of origin).

Not applicable.

### 11. Deliveries:

#### a. Time of delivery.



## Information Technology (IT)



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

SPECIAL ITEM NUMBER	DELIVERY TIME (Days ARO)
132-51	14 Days

### b. Urgent Requirements.

When the Federal Supply Schedule contract delivery period does not meet the bona fide urgent delivery requirements of an ordering activity, ordering activities 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 activity, any order(s) placed pursuant to the agreed upon accelerated delivery time frame shall be delivered within this shorter delivery time and in accordance with all other terms and conditions of the contract.

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

Destination

## 13. Ordering:

### a. Ordering address(es).

**Spectrum Comm, Inc.**  
One Compass Way  
Suite 300  
Newport News, VA 23606

### b. Ordering procedures.

Ordering activities shall use the ordering procedures of Federal Acquisition Regulation (FAR) 8.405 when placing an order or establishing a BPA for supplies or services. These procedures apply to all schedules.

- i. FAR 8.405-1 Ordering procedures for supplies, and services not requiring a statement of work.
- ii. FAR 8.405-2 Ordering procedures for services requiring a statement of work.

For supplies and services, the ordering procedures, information on Blanket Purchase Agreement (BPA's), and a sample BPA can be found at the GSA/ FSS Schedule homepage ([fss.gsa.gov/schedules](http://fss.gsa.gov/schedules)).



## Information Technology (IT)



### 14. Payment address(es).

Please direct customer remittances by check to:

**Spectrum Comm, Inc.**  
One Compass Way  
Suite 300  
Newport News, VA 23606  
Attention: Accounts Receivables

Please reference the name of the customer, the contract number, delivery order number and, if possible the invoice number for which payment is being made for.

### 15. 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:

- a. Time of delivery/installation quotations for individual orders;
- b. 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.
- c. 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.

Contractor's standard commercial warranty

### 16. Export packing charges, if applicable.

Not applicable

### 17. Terms and conditions of Government purchase card acceptance (any thresholds above the micro-purchase level).

Contact Contractor for more information

### 18. Terms and conditions of rental, maintenance, and repair (if applicable).

Not applicable

### 19. Terms and conditions of installation (if applicable).

Not applicable



## Information Technology (IT)



### 20. Terms and conditions of repairs and/or services.

**a. Terms and conditions of repair parts indicating date of parts price lists and any discounts from the list prices (if applicable).**

Not applicable

**b. Terms and conditions for any other services (if applicable).**

Not applicable

### 21. List of service and distribution points (if applicable).

Not applicable

### 22. List of participating dealers (if applicable).

Not applicable

### 23. Preventive maintenance (if applicable).

Not applicable

### 24. Special Attributes:

Not applicable

**24a.** If applicable, indicate that Section 508 compliance information is available on Electronic and Information Technology (EIT) supplies and services and show where full details can be found (e.g. contactor's website or other location.) The FIT standards can be found at: [www.Section508.gov/](http://www.Section508.gov/).

### 25. DUNS/TIN Numbers:

**a. Data Universal Number System (DUNS) number.**

799264531

**b. Taxpayer Identification Number.**

582442461

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

Registered.  
CAGE Code: 1LXY1



## Information Technology (IT)



### 27. Uncompensated Overtime. (Indicate if used).

Not applicable

### COMPANY OVERVIEW:

From Concepts to Operations, Spectrum Comm, Inc. is a leader in real time engineering and management of Information Security, ISR Program Management, Information Assurance, and Computer Forensics. Our strength is our people. We bring professional, well qualified individuals who provide timely solutions that are both sound and cost effective. Our wealth of knowledge and experience truly allows us to help our clients “ENVISION THE FUTURE” with confidence.

### POINTS OF CONTACT:

Mr. Serdar Gokcen  
Vice President, Business Development  
757-224-7500 Ext 5553  
[serdar.gokcen@sptm.com](mailto:serdar.gokcen@sptm.com)

Mr. John Heck  
Controller  
757-224-7500, Ext 5549  
[john.heck@sptm.com](mailto:john.heck@sptm.com)

Ms. Crystal Clark  
Contracts Administrator  
757-224-7500, Ext 5537  
[crystal.clark@sptm.com](mailto:crystal.clark@sptm.com)

Mrs. Ellen Briggs  
Finance Manager  
757-224-7500, Ext 5532  
[ellen.briggs@sptm.com](mailto:ellen.briggs@sptm.com)

**SECTION A-1 LABOR CATEGORIES**

**GSA Information Technology (IT) Labor Category Description  
Contract # GS-35F0445N**

LABOR CATEGORY	PRINCIPLE DUTIES	EXPERIENCE	EDUCATION
<b>Project Manager</b>	<b>Takes project from original concept through completion. Primary interface with customer. Manages project scope and objectives. Develops detailed work plans, schedules, project estimates, resource plans, and status reports. Conducts project meetings and is responsible for project tracking and analysis. Ensures adherence to quality standards and reviews project deliverables. Provides technical and analytical guidance to project team.</b>		
Project Manager I	Five (5) years of experience specializing in areas such as project development from inception to deployment, management and control of funds and resources using automated project tools, and demonstrated capacity to manage in a large single task or multi-task environment.	Bachelors Degree or Equivalent	
Project Manager II	Ten (10) years of experience specializing in areas such as project development from inception to deployment, management and control of funds and resources using automated project tools, and demonstrated capacity to manage in a large single task or multi-task environment.	Masters Degree or Equivalent	
<b>Security Analyst</b>	<b>Analyzes and implements security procedures for controlling and safe guarding information systems. Performs analysis of hardware, software and interfaces to determine protection levels and compliance. Prepares reports and studies detail requirements and threats.</b>		
Security Analyst II	Three (3) years of experience in implementing and controlling security procedures and policies for safeguarding information and technology systems.	Associates Degree or Equivalent	
Security Analyst III	Four (4) years of experience in implementing and controlling security procedures and policies for safeguarding information and technology systems.	Bachelors Degree or Equivalent	
Security Analyst IV	Five (5) years of experience in implementing and controlling security procedures and policies for safeguarding information and technology systems. May act as Team Lead.	Bachelors Degree or Equivalent	

**Information Technology (IT)**

Security Analyst V	Six (6) years of experience in implementing and controlling security procedures and policies for safeguarding information and technology systems. May act as Project Lead.	Bachelors Degree or Equivalent
<b>Systems Analyst</b>	<b>Performs analysis of hardware and software and identifies requirements to support criteria. Performs operational analysis and studies to ensure requirements are met. Develops test procedures, performs testing and analyzes results. Develops required specifications for simple to moderate complex software modules and/or computer systems studies.</b>	
Systems Analyst IV	Six (6) years of experience in the analysis of IT system requirements.	Bachelors Degree in Engineering or Equivalent
<b>Security Engineer</b>	<b>Provides expertise in implementing procedures and practices prescribed for safeguarding and control of an automated information system and the processing of classified information; management of a secure facility; has working knowledge of physical access control; sensor alarm systems, and visitor control procedures; has working experience in a security-related field with an emphasis on maintaining a secure environment.</b>	
Security Engineer IV	Six (6) years of experience in analyzing and implementing safeguards and controls for protected and classified environments.	Bachelors Degree in Engineer or Equivalent
<b>Systems Engineer</b>	<b>Provides expertise to accomplish all aspects of the engineering efforts in designing and developing the tools of information technology systems. Works directly with program managers, program executive officers, directors, staff heads, and other senior officials to accomplish information technology engineering, acquisition testing, or research efforts. Provides practical information technology engineering advice and assistance. Assists in developing technical specifications based on stated user requirements for complex information technology systems.</b>	
Systems Engineer IV	Six (6) years of experience and leadership in support of highly complex computer systems and engineering activities. May act as Project Lead.	Master's Degree in Computer Science/ Engineering or Equivalent

<b>Program Administrator</b>	<b>Monitors/ manages budget, schedule, data tracking and management activities, provides meeting support, travel arrangements; prepares program management reports, trip reports and provides a variety of executive administrative support.</b>	
Program Administrator I	Two (2) years of experience in administration, personnel, budget, schedule, data tracking, report writing and executive administration. Must be proficient in MS Office Software packages.	Associates Degree or Equivalent
Program Administrator II	Three (3) years of experience in administration, personnel, budget, schedule, data tracking, report writing and executive administration. Must be proficient in MS Office Software packages.	Associates Degree or Equivalent
<b>Executive Consultant</b>	<b>Provides senior level clients with expert, independent services and leadership in specialized project areas. Coordinates with management and Government personnel to ensure that solutions will satisfy the Government's requirement.</b>	
Executive Consultant II	Eighteen (18) years extensive experience in the management, technical, and leadership field or a related area specific to the statement of work objectives.	MBA or other Graduate Level Degree
Executive Consultant III	Twenty (20) years extensive experience in the management, technical, and leadership field or a related area specific to the statement of work objectives.	MBA or other Graduate Level Degree
<b>Software Engineer</b>	<b>Manages and/or performs software engineering tasks for design, development, testing and fielding of systems. Supports technical studies on ways to increase efficiency. Familiar with a variety of the field's concepts, practices, and procedures. Relies on experience and judgment to plan and accomplish goals. Possesses knowledge of computer equipment and the ability to develop software to satisfy design objectives. Requires competence in analysis and design of system applications. Possesses knowledge of system and database management concepts and the use of programming languages. Possesses knowledge of state-of-the-art software/database engineering methodologies, CASE tools, and design techniques, as well as applicable software/database standards.</b>	
Software Engineer	Two (2) years of experience in software engineering tasks or a related area specific to the statement of work objectives.	Bachelors Degree or Equivalent (same

		levels as our Systems Engineers)
<b>Technician/ Specialist</b>	<b>Works under supervision to perform a variety of specialized or technical tasks which are broad in nature and are concerned with the design and implementation, including support facilities and/or equipment. Supports the planning and performance of engineering and customer specifications. Supports the technical/engineering activities related to the development and integration, of testing of a project assigned to higher level engineers. Works under the supervision of a senior engineer or project manager.</b>	
Technician/ Specialist	Two (2) years of experience in technical tasks or a related area specific to the statement of work objectives.	HS Diploma
<b>Logistician</b>	<b>Performs ILS and sustainment tasks to include warehousing, packaging, shipping, maintaining, repairing and operating facilities and/or equipment. Prepares Bid Specifications and reviews specifications for material and equipment.</b>	
Logistician	Two (2) years of experience in technical tasks or a related area specific to the statement of work objectives.	HS Diploma
Sr. Logistician	Four (4) years of experience in technical tasks or a related area specific to the statement of work objectives.	Associates Level or Equivalent

**\*Equivalency Requirements**

General Education Development Credential (GED) or Vocational Degree = High School Diploma  
 A.S. / A.A. degree = High School Diploma and Two (2) years directly related experience  
 B.S. / B.A. degree = A.S. / A.A. Degree and Four (4) years directly related experience  
 M.S. / M.A. degree = B.S. / B.A. Degree and Six (6) years directly related experience  
 Ph. D = M.S. / M.A. degree and Three (3) years directly related experience

**SECTION A-2 LABOR RATES**

**Schedule of Labor Prices – GSA Pricelist**  
 SIN: 132-51 – Information Technology Professional Services

IT Skill Category	Spectrum Site	Customer Site
Project Manager I	\$ 106.48	\$ 90.41
Project Manager II	\$ 110.09	\$ 93.48
Security Analyst II	\$ 71.92	\$ 61.09
Security Analyst III	\$ 79.71	\$ 67.67
Security Analyst IV	\$ 88.19	\$ 74.88
Security Analyst V	\$ 90.76	\$ 77.06
Systems Analyst IV	\$ 105.89	\$ 89.92
Security Engineer IV	\$ 120.73	\$ 102.50
Systems Engineer IV	\$ 112.72	\$ 97.92
Program Administrator III	\$ 56.45	\$ 47.92
Executive Consultant II	\$ 186.03	\$ 167.88
Executive Consultant III	\$ 254.95	\$ 230.07
Software Engineer	\$ 95.56	\$ 86.24
Technician/Specialist	\$ 88.01	\$ 79.42
Logistician	\$ 73.54	\$ 66.36
Sr. Logistician	\$ 90.39	\$ 81.57