



BCT LLC PROPRIETARY

BCT LLC

**GSA SCHEDULE # 70: GENERAL PURPOSE COMMERCIAL  
INFORMATION TECHNOLOGY EQUIPMENT, SOFTWARE AND SERVICES**



**March 12, 2015**

**CONTRACT PERIOD: MARCH 12, 2015 THROUGH MARCH 11, 2020**

**Awarded under:**

**Solicitation Number: FCIS-JB-980001-B**

**General Services Administration (GSA)  
Federal Acquisition Service (FAS)  
Center for IT Schedule Operations (QTFA)  
2200 Crystal Drive, CP 4  
Arlington, VA 22202**

**Awarded to:**

**BCT LLC  
*A Certified Woman Owned Small Business (WOSB)*  
10810 Guilford Road, Suite 105  
Annapolis Junction, MD 20701**

BCT LLC PROPRIETARY

**BCT LLC PROPRIETARY**

*Schedule # 70– Information Technology, Software & Services  
Contract Number: GS35F238CA*

*BCT LLC  
Solicitation FCIS-JB-980001B*

*This page is intentionally left blank.*

# Index

**INDEX..... 3**

**1 CONTRACT ..... 5**

1.1 SUMMARY DATA ..... 5

1.2 TERMS AND CONDITIONS ..... 5

**2 PRICE SUMMARY ..... 7**

2.1 RATE BY LABOR CATEGORY ..... 7

2.2 ASSUMPTIONS..... 7

    2.2.1 Methodology ..... 7

    2.2.2 Assumptions ..... 7

**3 CATEGORY DESCRIPTIONS ..... 9**

3.1 SENIOR TECHNICIAN ..... 9

3.2 TECHNICIAN ..... 9

3.3 SENIOR SYSTEMS ADMINISTRATOR ..... 9

3.4 PROGRAM MANAGER ..... 9

3.5 TECHNICAL WRITER..... 10

3.6 DOCUMENTATION SPECIALIST ..... 10

3.7 SENIOR INFORMATION SYSTEM SECURITY ENGINEER ..... 10

3.8 INFORMATION SYSTEM SECURITY ENGINEER ..... 11

3.9 INFORMATION SYSTEMS SECURITY OFFICER..... 11

3.10 PRINCIPAL ENGINEER ..... 11

3.11 ENGINEERING SPECIALIST ..... 12

3.12 SENIOR SYSTEM ENGINEER ..... 12

3.13 SYSTEM ENGINEER ..... 12

3.14 SENIOR NETWORK ENGINEER ..... 13

3.15 NETWORK ENGINEER ..... 13

3.16 SENIOR SOFTWARE ENGINEER ..... 13

3.17 SOFTWARE ENGINEER ..... 14

3.18 SENIOR SCHEDULER ..... 14

3.19 CONFIGURATION MANAGER..... 14

3.20 LOGISTICS ENGINEER ..... 15

3.21 SENIOR CYBER INTELLIGENCE ANALYST ..... 16

3.22 CYBER INTELLIGENCE ANALYST ..... 16

**BCT LLC PROPRIETARY**

*Schedule # 70– Information Technology, Software & Services  
Contract Number: GS35F238CA*

*BCT LLC  
Solicitation FCIS-JB-980001B*

*This page is intentionally left blank.*

# 1 Contract

## 1.1 Summary Data

Solicitation Number:	FCIS-JB-980001-B
Contract Award Date:	March 12, 2015
Contract Award Number:	GS35F238CA
Contract Award Dollar Amount:	\$750,000.00
Minimum Order Amount:	\$1,000.00
Maximum Order Amount:	\$500,000.00
Annual Escalation:	2%
Special Item Number:	132 51
Contractor Awarded DUNS:	784716040

## 1.2 Terms and Conditions

Clause	Title
552.216-70	ECONOMIC PRICE ADJUSTMENT - FSS MULTIPLE AWARD SCHEDULE CONTRACTS (SEP1999)
552.216-70	ECONOMIC PRICE ADJUSTMENT - FSS MULTIPLE AWARD SCHEDULE CONTRACTS (SEP1999)(ALTERNATE I -- SEP 1999)
552.216-70	ECONOMIC PRICE ADJUSTMENT - FSS MULTIPLE AWARD SCHEDULE CONTRACTS (SEP1999)(DEVIATION)
552.238-75	PRICE REDUCTIONS (MAY 2004)
552.238-75	PRICE REDUCTIONS (MAY 2004)(ALTERNATE)

**BCT LLC PROPRIETARY**

*Schedule # 70– Information Technology, Software & Services  
Contract Number: GS35F238CA*

*BCT LLC  
Solicitation FCIS-JB-980001B*

*This page is intentionally left blank.*

## 2 Price Summary

### 2.1 Rate by Labor Category

Prices shown Herein are Net (discounts deducted)

Labor Category	Minimum Education	Minimum Experience	Price/hour
Senior Technician	AA	10	103.33
Technician	AA	5	76.60
Senior Systems Administrator	BS	10	104.24
Program Manager	BS	5	221.17
Technical Writer	BS	5	60.84
Documentation Specialist	AA	5	49.08
Senior Information System Security Engineer	BS	10	135.04
Information System Security Engineer	BS	5	118.67
Information Systems Security Officer	BS	5	118.16
Principal Engineer	BS	20	185.72
Engineering Specialist	AA	1	128.64
Senior System Engineer	BS	10	164.38
System Engineer	BS	5	107.66
Senior Network Engineer	BS	10	126.66
Network Engineer	BS	5	114.86
Senior Software Engineer	BS	10	150.89
Software Engineer	BS	5	144.80
Senior Scheduler	BS	10	141.69
Configuration Manager	BS	5	98.40
Logistics Engineer	BS	5	93.62
Sr. Cyber Intelligence Analyst	AA	8	125.25
Cyber Intelligence Analyst	AA	3	84.61

### 2.2 Assumptions

#### 2.2.1 Methodology

The schedule defines Labor Categories covering the scope of IT services being commercially offered by BCT LLC at the time of this submittal. This pricing was developed using a comparative mapping of each of these labor categories to BCT LLC's recent corporate experience for related services on prior or current contracts.

#### 2.2.2 Assumptions

The following assumptions were used in developing this pricing.

- 1 Labor rates are based upon a 1,880-hour year in accordance with BCT LLC's current pricing practice.

**BCT LLC PROPRIETARY**

*Schedule # 70– Information Technology, Software & Services*  
*Contract Number: GS35F238CA*

*BCT LLC*  
*Solicitation FCIS-JB-980001B*

- 2 No portion of the labor rates is based upon uncompensated overtime, eliminating this as a performance risk.
- 3 Services will be delivered within the Baltimore-Washington metropolitan area, including Suburban Maryland, Northern Virginia, or Washington DC locations.
- 4 Work will be performed at the customer's site, where the customer will provide standard equipment as required, including desks, chairs, telephones, workstations, printers, copiers or other standard office furnishings.
- 5 Personnel will hold high-level security clearances
- 6 GSA hourly rates have been offered with a proposed discount.
- 7 All proposed Labor rates include fee if supported by a cost reimbursable contract.

## **3 Category Descriptions**

### **3.1 Senior Technician**

**Minimum/General Experience:** Ten (10) years technical experience with electronic and computer equipment.

**Functional Responsibility:** Performs a variety of project tasks applied to specialized technology problems. Typical assignments involve installation, troubleshooting, repair, test, operation of electronic and computer equipment.

**Education:** An AA degree in Electronics, Information Technology or an applicable technical field, equivalent vocational, military certification may be substituted for two (2) years of experience. A BA or BS degree in Electronics, Information Technology or an applicable technical field, equivalent vocational, military certification may be substituted for four (4) years of experience.

### **3.2 Technician**

**Minimum/General Experience:** Five (5) year technical experience with electronic and computer equipment.

**Functional Responsibility:** Performs a variety of routine project tasks applied to specialized technology problems. Typical assignments involve assisting with installation, troubleshooting, repair, test, and operation of electronic and computer equipment.

**Education:** An AA degree in Electronics, Information Technology or an applicable technical field, equivalent vocational, military certification may be substituted for two (2) years of experience. A BA or BS degree in Electronics, Information Technology or an applicable technical field, equivalent vocational, military certification may be substituted for four (4) years of experience.

### **3.3 Senior Systems Administrator**

**Minimum/General Experience:** Ten (10) years of increasingly complex and responsible systems administration experience.

**Functional Responsibility:** Responds to user requests and problems. Provides requested service support and assistance. Supports the operation of standard systems hardware, and software. Performs analysis for a variety of IT applications. Analyzes equipment and systems for proper functionality and operation. Gathers information from users for analysis of problem areas. Participates in or may plan and conduct preliminary studies of potential data processing applications and prepares design proposals to reflect cost, time and alternative actions to satisfy existing and future needs. Develop detailed system specifications for conversion to programming language by staff programmers. Recommends conversion and system implementation plans including user training and orientation.

**Education:** A BS degree in scientific, engineering, or other applicable technical or analytic discipline is required. Four (4) years of additional experience may be substituted for a degree.

### **3.4 Program Manager**

**Minimum/General Experience:** Five (5) years overall technical experience, two (2) of which are specific to managing programs. Experience includes holding responsibility for projects,

successful history of technical innovations, ability to perform in high-stress, quick reaction situations, and adaptability to changing or evolving requirements.

**Functional Responsibility:** Provides overall technical, marketing, customer relations and personnel management direction of a program to ensure timely and cost effective accomplishment of contractual commitments. Personnel should be proficient with automated program management tools such as Microsoft Project or other.

**Education:** BS or other academic degree in scientific, engineering, or other applicable technical or analytic discipline.

### **3.5 Technical Writer**

**Minimum/General Experience:** Five (5) years of experience preparing written text and coordinating layout and organization of manuals and other documents.

**Functional Responsibility:** Collects and organizes information required for preparation of a broad range of technical publications. Researches available technical data including drawings, design reports, equipment and test specifications. May participate in client review of technical documents.

**Education:** BA, BS, or other academic degree. Four (4) years of experience may be substituted for the required degree.

### **3.6 Documentation Specialist**

**Minimum/General Experience:** Five (5) years of related experience

**Functional Responsibility:** Under direct supervision provides support to engineering and staff functions such as project control, finance and accounting, contracts, and purchasing. Prepares reports, test procedures, and deliverables. Follows clearly defined procedures for completing tasks requiring minimal creative thinking and independent judgment.

**Education:** AA degree in an applicable technical field, equivalent vocational, military certification or equivalent experience in Quality Assurance. Two (2) years of experience may be substituted for each year of college leading to the required degree.

### **3.7 Senior Information System Security Engineer**

**Minimum/General Experience:** Ten (10) years of technical experience in the analysis, design, and test of information security systems. Requires competence in all phases of security requirements analysis, and information security system design as well as available products, and management practices. Requires understanding of U.S. Government security policy including Department of Defense and appropriate civil agencies such as NIST, as well as commercial “best practices”. Experience includes holding technical responsibility for projects, and a successful history of task accomplishment.

**Functional Responsibility:** Performs standard project tasks to analyze information security requirements, translate these into security designs, implements these designs, and tests effectiveness. Has working knowledge of standard information security products including firewalls, intrusion detection systems, anti-virus systems, vulnerability testing, and security analysis tools.

**Education:** BS in engineering, computer science, or other applicable technical or analytic discipline. Four (4) years of applicable experience may be substituted for degree.

### **3.8 Information System Security Engineer**

**Minimum/General Experience:** Five (5) years of technical experience in the analysis, design, and test of information security systems. Requires competence in all phases of security requirements analysis, and information security system design as well as available products, and management practices. Requires understanding of U.S. Government security policy including Department of Defense and appropriate civil agencies such as NIST, as well as commercial “best practices”. Experience includes holding technical responsibility for projects, and a successful history of task accomplishment.

**Functional Responsibility:** Performs standard project tasks to analyze information security requirements, translate these into security designs, implements these designs, and tests effectiveness. Has working knowledge of standard information security products including firewalls, intrusion detection systems, anti-virus systems, vulnerability testing, and security analysis tools.

**Education:** BS in engineering, computer science, or other applicable technical or analytic discipline. Four (4) years of applicable experience may be substituted for degree.

### **3.9 Information Systems Security Officer**

**Minimum/General Experience:** Five (5) years of operational experience documenting, implementing, operating, and assessing information system security requirements.

**Functional Responsibility:** Identifies applicable information system security policies; determines information security requirements; conducts tests; verifies compliance; assesses processes and systems; supports audits; prepares information system security plans and other documentation.

**Education:** BS in engineering, computer science, or other applicable technical or analytic discipline. Four (4) years of applicable experience may be substituted for degree.

### **3.10 Principal Engineer**

**Minimum/General Experience:** Twenty (20) years of technical experience in the analysis, design, and test of complex systems. Requires competence in all phases of analysis and design as well as available hardware, software, and management practices. Experience includes holding major technical responsibility for projects, successful history of technical innovations, and the ability to perform in high-stress, quick reaction situations, and adaptability to changing or evolving requirements.

**Functional Responsibility:** Performs at the highest levels of technical complexity, a variety of project tasks applied to specialized technology problems. Typical assignments involve overarching technical responsibility for the integration of electronic processes or methodologies to resolve total system problems or applications. Personnel should be proficient with the application, availability, and management of software, hardware, mechanical or other development tools that are applicable to their area of expertise.

**Education:** BS or other academic degree in scientific, engineering, or other applicable technical or analytic discipline.

### **3.11 Engineering Specialist**

**Minimum/General Experience:** One (1) year of technical experience supporting the analysis, design, and test of complex systems. Requires competence in the analysis and design as well as available hardware, software, and management practices. Experience includes holding technical responsibility for projects, and a successful history of task accomplishment.

**Functional Responsibility:** Performs at a basic level of technical competence, a variety of project tasks applied to technology problems. Typical assignments involve execution of electronic processes or methodologies for system problems or applications. Personnel should be competent with the application, availability, and management of software, hardware, mechanical or other development tools that are applicable to their area of expertise.

**Education:** An AA degree in scientific, engineering, or other applicable technical or analytic discipline is required. Two (2) years of additional experience may be substituted for a degree.

### **3.12 Senior System Engineer**

**Minimum/General Experience:** Ten (10) years applicable experience.

**Functional Responsibility:** Designs, develops, modifies and evaluates complicated and difficult engineering projects. Has technical responsibility for planning and conducting technical projects or phases of projects and may coordinate the efforts of engineers, technical support personnel, drafters, technical writers, and electronic technicians as required. Develops and recommends design approaches for new or improved products or processes. Conducts independent technical investigations involving the origination or modification of material, component or process specifications and requirements. May evaluate vendor capabilities to provide required products or services. Individuals working in this category have supported other engineers and have taken one or more projects through the entire development cycle. The individual has demonstrated an appreciation of values and cost, the capability for critical thinking and the ability to communicate clearly.

**Education:** A BS degree in scientific, engineering, or other applicable technical or analytic discipline is required. Four (4) years of additional experience may be substituted for a degree.

### **3.13 System Engineer**

**Minimum/General Experience:** Five (5) years applicable experience.

**Functional Responsibility:** Designs, develops, modifies and evaluates complex engineering projects. Diagnoses malfunctions in existing products and makes improvements or modifications to produce desired results. Compiles and evaluates design and test data and prepares technical specifications. Analyzes, develops and recommends design approaches to meet production requirements for new or improved products or processes. Interacts with technical support personnel, drafters, technical writers and engineering technicians as required.

Individuals working in this category have supported other engineers and have taken at least one project through the entire development cycle. The individual has demonstrated an appreciation of values and cost, the capability for critical thinking and the ability to communicate clearly.

**Education:** A BS degree in scientific, engineering, or other applicable technical or analytic discipline is required. Four (4) years of additional experience may be substituted for a degree.

### **3.14 Senior Network Engineer**

**Minimum/General Experience:** Ten (10) years of technical experience in the design, implementation, and verification of computer networks. Requires competence in TCP/IP network protocols, routing, all phases of network design, engineering as well as available network hardware, software, and management systems including routers, switches. Experience includes holding technical responsibility for projects, and a successful history of task accomplishment.

**Functional Responsibility:** Performs standard project tasks applied to specialized technology problems. Typical assignments involve developing, implementing, and verifying computer networks including local area networks (LANs), campus area networks (CANs), and Internet wide area networks (WANs). Designs, implements, and tests TCP routed networks. Manages IP address assignments.

**Education:** A BS degree in scientific, engineering, or other applicable technical or analytic discipline is required. Four (4) years of additional experience may be substituted for a degree.

### **3.15 Network Engineer**

**Minimum/General Experience:** Five (5) years of technical experience in the design, implementation, and verification of computer networks. Requires competence in TCP/IP network protocols, routing, all phases of network design, engineering as well as available network hardware, software, and management systems including routers, switches. Experience includes holding technical responsibility for projects, and a successful history of task accomplishment.

**Functional Responsibility:** Performs standard project tasks applied to specialized technology problems. Typical assignments involve developing, implementing, and verifying computer networks including local area networks (LANs), campus area networks (CANs), and Internet wide area networks (WANs). Designs, implements, and tests TCP routed networks. Manages IP address assignments.

**Education:** A BS degree in scientific, engineering, or other applicable technical or analytic discipline is required. Four (4) years of additional experience may be substituted for a degree.

### **3.16 Senior Software Engineer**

**Minimum/General Experience:** Ten (10) years of technical experience in software design and development. Requires technical competence in all phases of software requirements analysis, design, development and engineering. Experience includes holding technical responsibility for projects, successful history of task accomplishment, and the ability to perform in high-stress, quick reaction situations.

**Functional Responsibility:** Technical experience in the analysis, design, and test of complex software and computer systems, and competence in all phases of analysis and design as well as available hardware and software. Personnel should be very experienced with operating systems (Linux, Unix, Windows, or Mac OS), software languages (C, C++, Java), computer hardware platforms (x86, SPARC, SGI, Mac) or other applicable computer systems. Designs, codes, tests, develops, and documents application programs for complex computer systems. Works with users to define system scope and objectives. Performs modifications to and maintenance of fairly complex operational programs and procedures.

**Education:** A BS degree in scientific, engineering, or other applicable technical or analytic discipline is required. Four (4) years of additional experience may be substituted for a degree.

### **3.17 Software Engineer**

**Minimum/General Experience:** Five (5) years of technical experience in software design and development. Requires technical competence in all phases of software requirements analysis, design, development and engineering. Experience includes holding technical responsibility for projects, successful history of task accomplishment, and the ability to perform in high-stress, quick reaction situations.

**Functional Responsibility:** Technical experience in the analysis, design, and test of complex software and computer systems, and competence in all phases of analysis and design as well as available hardware and software. Personnel should be very experienced with operating systems (Linux, Unix, Windows, or Mac OS), software languages (C, C++, Java), computer hardware platforms (x86, SPARC, SGI, Mac) or other applicable computer systems. Designs, codes, tests, develops, and documents application programs for complex computer systems. Works with users to define system scope and objectives. Performs modifications to and maintenance of fairly complex operational programs and procedures.

**Education:** A BS degree in scientific, engineering, or other applicable technical or analytic discipline is required. Four (4) years of additional experience may be substituted for a degree.

### **3.18 Senior Scheduler**

**Minimum/General Experience:** Ten (10) years of experience as a Scheduler in programs and contracts of similar scope, type, and complexity. Shall have two (2) years of demonstrated experience managing a schedule for an engineering program involving hardware and software development and multiple sub-components using Microsoft Project or other professional scheduling application.

**Functional Responsibility:** Responsible for designing, developing, and maintaining detailed resource-loaded schedules for implementation, developmental and operational systems. Works with developmental and operational teams to develop detailed schedules and assists in keeping these schedules current. Uses or recommends automated tools such as Microsoft Project or other professional scheduling application. Develops and or modifies project schedules and or the integration of multiple project schedules into an overall Master Program Schedule. Maintains the overall Master Program /Project Schedule. Links project schedules with the overarching program, Investment Portfolio, functional area and/or other Integrated Master Plans (IMPs). Provides hands-on development of layered schedules and IMPs that address how an acquisition project is progressing and how that project contributes to overarching requirements and objectives. Maintains status on linkages and dependencies with related projects. Facilitates weekly meetings, provides recommendations to the program manager for allocation of management reserve to address resource/schedule constraints. Coordinates a crosswalk of milestones and interdependencies among projects and/or functional areas (engineering, manufacturing, test, quality control, etc.).

**Education:** A BS degree in an applicable discipline is required. Four (4) years of additional experience may be substituted for a degree.

### **3.19 Configuration Manager**

**Minimum/General Experience:** Five (5) years experience as a CM in complex programs and contracts.

**Functional Responsibility:** Responsible for configuration management (CM) of development and operational systems. Works on developmental and operational teams to create and maintain configuration baselines (development, test, production, etc.) supporting developmental and operational systems. Uses or recommends automated CM tools to implement CM policies and procedures. Develops or modifies CM plans, policies, and procedures tailored to the complexity and scope of the developmental or operational system. Implements CM discipline for the entire life cycle of systems from initial requirements/capabilities baselines to system end-of-life. Performs change control and configuration audits. Maintains the CM environment for hardware and software product build, staging, testing and integration. Applies concepts and defines and implements hardware and software configuration management processes and procedures, such as creating product build scripts and procedures, and integrates those scripts with the hardware and software build process. Develops hardware and software version control processes, policies and procedures and ensures that they are followed on hardware and software development projects.

**Education:** A BS degree in a technical or business discipline from an accredited college or university is required. Four (4) years of additional configuration management experience may be substituted for a Bachelors degree.

### **3.20 Logistics Engineer**

**Minimum/General Experience:** Five (5) years experience in systems engineering, logistics, or program management including two (2) years in the acquisition logistics engineering for projects.

**Functional Responsibility:** Executes, monitors, reports, coordinates, on acquisition logistics and sustainment functions as assigned. Provides acquisition logistics support to Program Managers and Program Executive Offices (PEOs) in accordance with Government acquisition logistics policies. Participates in the evaluation of technical proposals and development of acquisition strategies for system acquisitions. Coordinates logistics product deliverables, as well as identification and development of requirements for provision of maintenance planning, training, software support, and technical data. Prepares Acquisition Logistics Support Plans (ALSPs) supporting acquisition, operation, and sustainment capabilities of systems throughout the logistics life cycle. Develops the recommended acquisition logistics strategy. Establishes, schedules, coordinates, and facilitates Acquisition Logistics Integrated Product Team (ALIPT) meetings. Authors, maintains, and updates ALSPs according to the program requirements and evolution. Identifies acquisition logistics and technical data deliverables via the ALIPT and data calls. Participates in program reviews. Proposes acquisition logistics thresholds, objectives, and Milestone Decision Review exit criteria. Participates in all system acquisition phases and Milestone Decision Reviews, as appropriate. Identifies the Data Item Deliverables (DIDs) for any proposed acquisition and ensure they are included in the Contract Data Requirements List (CDRL). Monitors the development and delivery of all acquisition logistics products and deliverables to ensure requirements are satisfied in time for deployment. Participates in physical or virtual site surveys. Facilitates the deployment readiness activities. Coordinates, facilitates, participates, documents PSAs and PSR, and disseminates reports to all stakeholders. Identifies and evaluates alternative support concepts, seeking to minimize cost and support risks affecting future equipment supportability and readiness. Participates as an active member of the configuration management (CM) process on programs within the assigned portfolio. Assists the Government Program Manager in the development and preparation of the Memorandum of

Notification (MON) and the Deployment Management Plan (DMP). Coordinates with stakeholders and other responsible organizations to track the status of corrective actions required to work off and remove liens in a timely manner.

**Education:** A BS Degree or advanced degree in Business, Engineering, Logistics, or a technical discipline. In lieu of a Bachelors Degree, an additional four (4) years for a total of six (6) years experience in systems engineering, logistics, or program management.

### **3.21 Senior Cyber Intelligence Analyst**

**Minimum/General Experience:** Eight (8) years of experience analyzing intelligence sources and developing intelligence reports. Experience includes using and operating intelligence systems and databases for information collection and analysis.

**Functional Responsibility:** Responsible for leading cyber intelligence analysis tasks. Responsible for taking known information about situations and entities of strategic, operational, or tactical importance, characterizing the known, and, with appropriate statements of probability, assessing the future actions in those situations and by those entities.

**Education:** AA or other academic degree. Two (2) years of experience may be substituted for the AA degree.

### **3.22 Cyber Intelligence Analyst**

**Minimum/General Experience:** Three (3) years of experience analyzing intelligence sources and developing intelligence reports. Experience includes using and operating intelligence systems and databases for information collection and analysis.

**Functional Responsibility:** Responsible for taking known cyber information about situations and entities of strategic, operational, or tactical importance, characterizing the known, and, with appropriate statements of probability, assessing the future actions in those situations and by those entities.

**Education:** AA or other academic degree. Two (2) years of experience may be substituted for the AA degree.