

# ASM RESEARCH

Information Solutions

## AUTHORIZED FEDERAL SUPPLY SERVICE INFORMATION TECHNOLOGY SCHEDULE PRICELIST GENERAL PURPOSE COMMERCIAL INFORMATION TECHNOLOGY EQUIPMENT, SOFTWARE AND SERVICES

### SIN 132-51 / 132-51-STLOC - INFORMATION TECHNOLOGY (IT) PROFESSIONAL SERVICES

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  
FPDS Code D399 - Other Information Technology Services, Not Elsewhere Classified

**NOTE 1:** *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.*

**NOTE 2:** *Offerors and Agencies are advised that the Group 70 – Information Technology Schedule is not to be used as a means to procure services which properly fall under the Brooks Act. These services include, but are not limited to, architectural, engineering, mapping, cartographic production, remote sensing, geographic information systems, and related services. FAR 36.6 distinguishes between mapping services of an A/E nature and mapping services which are not connected nor incidental to the traditionally accepted A/E Services.*

**NOTE 3:** *This solicitation is not intended to solicit for the reselling of IT Professional Services, except for the provision of implementation, maintenance, integration, or training services in direct support of a product. Under such circumstances the services must be performance by the publisher or manufacturer or one of their authorized agents.*

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**Business Size/Status: Large**

**Contract Number: GS-35F-4782G**

**Period Covered by Contract: 7/18/2007 - 7/17/2012**

**GENERAL SERVICES ADMINISTRATION  
FEDERAL SUPPLY SERVICE**

**Pricelist current through Modification #FX-47, dated 4/18/2007.**

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

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

Block 9: G. Order/Modification Under Federal Schedule  
 Block 16: Data Universal Numbering System (DUNS) Number - 074835299  
 Block 30: Type of Contractor – **Large Business**  
 Block 31: Woman-Owned Small Business – **No**  
 Block 36: Contractor's Taxpayer Identification Number (TIN) - 54-1385056

- 4a. CAGE Code: 7S711
- 4b. Contractor **has** registered with the Central Contractor Registration Database.

**5. FOB DESTINATION**

**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	DELIVERY TIME (Days ARO)
132-51 / 132-51STLOC	30 Days ARO/To be negotiated with ordering agency

SPECIAL ITEM NUMBER	EXPEDITED DELIVERY TIME (Days ARO)
132-51 / 132-51STLOC	30 Days ARO/To be negotiated with ordering agency

SPECIAL ITEM NUMBER	OVERNIGHT & 2- DAY DELIVERY TIME (Days ARO)
132-51 / 132-51STLOC	30 Days ARO/To be negotiated with ordering agency

- 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.

**7. DISCOUNTS**

Prices shown are NET Prices; Basic Discounts have been deducted.

- a. Prompt Payment: .38% - 10 days from receipt of invoice or date of acceptance, whichever is later.
- b. Quantity: None
- c. Dollar Volume: None
- d. Government Educational Institutions: 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 \$100.00.

**11. MAXIMUM ORDER (All dollar amounts are exclusive of any discount for prompt payment.)**

a. The Maximum Order value for the following Special Item Numbers (SINs) is \$500,000:

**Special Item Number 132-51 / 132-51STLOC - Information Technology (IT) Professional Services**

**12. ORDERING PROCEDURES FOR FEDERAL SUPPLY SCHEDULE CONTRACTS**

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.

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

b. FAR 8.405-2 Ordering procedures for services requiring a statement of work.

**13. FEDERAL INFORMATION TECHNOLOGY/TELECOMMUNICATION STANDARDS REQUIREMENTS**

Ordering activities 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 activities, 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.

*NOTE: Refer to FAR Part 31.205-46 Travel Costs, for allowable costs that pertain to official company business travel in regards to this contract.*

- (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 for 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 ordering activity'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 (ex.: 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. ODCs (Other Direct Costs) are not part of this contract and should be treated as open market purchases. Ordering Activities procuring open market items must follow FAR 8.402(f).

For administrative convenience, an ordering activity contracting officer may add items not on the Federal Supply 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:

### Not Applicable

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)

The use of BPAs under any schedule contract to fill repetitive needs for supplies or services is allowable. BPAs may be established with one or more schedule contractors. The number of BPAs to be established is within the discretion of the ordering activity

establishing the BPA and should be based on a strategy that is expected to maximize the effectiveness of the BPA(s). Ordering activities shall follow FAR 8.405-3 when creating and implementing BPA(s).

## **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, Industrial Funding Fee and Sales Reporting, 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 received 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 applies.

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 Information Technology (EIT) at the following: [www.asmr.com](http://www.asmr.com).

The EIT standard can be found at: [www.Section508.gov/](http://www.Section508.gov/).

## **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 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.

## **26. SOFTWARE INTEROPERABILITY**

Offerors are encouraged to identify within their software items any component interfaces that support open standard interoperability. An item's interface may be identified as interoperable on the basis of participation in a Government agency-sponsored program or in an independent organization program. Interfaces may be identified by reference to an interface registered in the component registry located at <http://www.core.gov>.

## **27. ADVANCE PAYMENTS**

A payment under this contract to provide a service or deliver an article for the United States Government may not be more than the value of the service already provided or the article already delivered. Advance or pre-payment is not authorized or allowed under this contract. (31 U.S.C. 3324)

**TERMS AND CONDITIONS APPLICABLE TO INFORMATION TECHNOLOGY (IT)  
PROFESSIONAL SERVICES (SPECIAL ITEM NUMBER 132-51 / 132-51STLOC)**

**1. SCOPE**

- a. The prices, terms and conditions stated under Special Item Number 132-51 / 132-51STLOC 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 activity 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 activities 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. 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 (Deviation – May 2003) Availability of Funds for the Next Fiscal Year. The purchase order shall specify the 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.

**4. 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.
- c. The ordering activity should include the 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 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.

**5. STOP-WORK ORDER (FAR 52.242-15) (AUG 1989)**

- (a) The Contracting Officer may, at any time, by written order to the Contractor, require the Contractor to stop all, or any part, of the work called for by this contract for a period of 90 days after the order is delivered to the Contractor, and for any further period to which the parties may agree. The order shall be specifically identified as a stop-work order issued under this clause. Upon receipt of the order, the Contractor shall immediately comply with its terms and take all reasonable steps to minimize the incurrence of costs allocable to the work covered by the order during the period of work stoppage. Within a period of 90 days after a stop-work is delivered to the Contractor, or within any extension of that period to which the parties shall have agreed, the Contracting Officer shall either-

(1) Cancel the stop-work order; or

(2) Terminate the work covered by the order as provided in the Default, or the Termination for Convenience of the Government, clause of this contract.

(b) If a stop-work order issued under this clause is canceled or the period of the order or any extension thereof expires, the Contractor shall resume work. The Contracting Officer shall make an equitable adjustment in the delivery schedule or contract price, or both, and the contract shall be modified, in writing, accordingly, if-

(1) The stop-work order results in an increase in the time required for, or in the Contractor's cost properly allocable to, the performance of any part of this contract; and

(2) The Contractor asserts its right to the adjustment within 30 days after the end of the period of work stoppage; provided, that, if the Contracting Officer decides the facts justify the action, the Contracting Officer may receive and act upon the claim submitted at any time before final payment under this contract.

(c) If a stop-work order is not canceled and the work covered by the order is terminated for the convenience of the Government, the Contracting Officer shall allow reasonable costs resulting from the stop-work order in arriving at the termination settlement.

(d) If a stop-work order is not canceled and the work covered by the order is terminated for default, the Contracting Officer shall allow, by equitable adjustment or otherwise, reasonable costs resulting from the stop-work order.

## **6. INSPECTION OF SERVICES**

The Inspection of Services–Fixed Price (AUG 1996) (Deviation – May 2003) 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) (Deviation – May 2003) clause at FAR 52.246-6 applies to time-and-materials and labor-hour orders placed under this contract.

## **7. 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 (Deviation – May 2003) Rights in Data – General, may apply.

## **8. 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 Services.

## **9. INDEPENDENT CONTRACTOR**

All IT 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.

## **10. 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 ordering 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 activities 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.

## **11. INVOICES**

The Contractor, upon completion of the work ordered, shall submit invoices for IT 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.

## **12. 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 II – Feb 2002) (Deviation – May 2003) 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 – Feb 2002) (Deviation – May 2003)) applies to labor-hour orders placed under this contract.

## **13. RESUMES**

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

## **14. 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.

## **15. 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.

## **16. DESCRIPTION OF IT SERVICES AND PRICING**

Please refer to the information beginning on page # 15

**USA COMMITMENT TO PROMOTE  
SMALL BUSINESS PARTICIPATION  
PROCUREMENT PROGRAMS**

PREAMBLE

ASM Research, 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 ordering activity contracts. To accelerate potential opportunities please contact

**Rhonda Dias, Contracts Administrator**

**Phone: (703) 645-0420**

**E-mail: [rdias@asmr.com](mailto:rdias@asmr.com)**

**Fax: (703) 645-0432**

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

(Insert Customer Name)

In the spirit of the Federal Acquisition Streamlining Act (ordering activity) and ASM Research, Inc. 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) GS-35F-4782G.

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

(CUSTOMER NAME)  
BLANKET PURCHASE AGREEMENT

Pursuant to GSA Federal Supply Schedule Contract Number(s) GS-35F-4782G, Blanket Purchase Agreements, ASM Research, Inc. 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 SCHEDULES / 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.

## **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 ordering activity 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 or 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 customers 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.

## GSA LABOR CATEGORY DESCRIPTIONS

### Job Title: Senior Program Manager

**Minimum/General Experience:** Fifteen to Twenty years of experience performing non-routine functional and technical activities by providing overall management and technical direction to project personnel. This individual must exercise independent judgment, as well as a high level of analytical and technical skill in solving non-routine technical administrative, and managerial problems. This individual must possess the highest level of technical and application skills to develop project plans, manage multiple teams, and integrate many complex technologies to ensure optimum use of existing budgetary and staffing resources. Must possess an expert knowledge of at least three specialties such as CASE, Business Process Re-engineering, database design, open systems design, computer systems networking, experience in proposing innovative solutions to senior client technical management, exceptional ability to communicate and exceptional analytical and problem-solving skills.

**Functional Responsibility:** This individual has overall responsibility for all aspects of program and project performance and assists in the overall direction to all project-level activities and personnel. Directs the performance of a variety of related projects which may be organized by technology, program or client. Oversees the technology development and/or application, marketing, and resource allocation within program client base. Establishes and maintains technical and financial reports to monitor progress, and maintains customer contracts to ensure conformity to all contractual obligations.

**Minimum Education:** Bachelors Degree in a Technical or Management discipline.

### Job Title: Project Manager

**Minimum/General Experience:** Ten to Fifteen Years of experience in the full life cycle development of complex automated information systems and applications, and performing complex functional and technical activities of the project by providing overall direction to project personnel. Of primary importance is this individual must possess in-depth technical and functional experience / knowledge with the technical and functional aspects of the project being managed. Capable of managing all aspects of project performance to include technical, contractual, administrative and financial. This individual must be able to organize and assign responsibilities to subordinates based on technical and functional project requirements and timelines and monitor task/project performance to ensure successful completion of assigned tasks.

**Functional Responsibility:** This individual has responsibility for all aspects of project performance and provides overall direction to project-level activities and personnel. Oversees the technology development and/or application, marketing, and resource allocation within the project. Maintains technical and financial reports to monitor progress. Provides technical and functional direction to the project staff and serves as the technical in the disciplines/technologies required for project performance.

**Minimum Education:** Bachelors Degree in a Technical or Management discipline.

### Job Title: Senior Operations Research Analyst (ORSA)

**Minimum/General Experience:** Seven to Ten Years of experience with the design, development and adaptation of mathematical, statistical or other scientific methods and techniques to analyze problems and to provide insight about the probable effects of alternative solutions to these problems. Experience in the sub-discipline required to perform project tasks (e.g. Linear Programming or other Modeling techniques). Must have the ability to evaluate tasks and recommend, implement, and monitor ORSA techniques in the accomplishment of the task.

**Functional Responsibility:** Overall responsibility for recommending and identifying ORSA solutions. Serve as technical task leader for related activities and directing the activities of other team members during task performance. Serve as senior technical expert for tasks in designing, executing and monitoring ORSA techniques as they apply to task activities.

**Minimum Education:** Masters Degree or Higher in Operations Research.

**Job Title: Management Analyst**

**Minimum/General Experience:** Must have at least 10 years of specialized professional experience in the field applicable to specific task performance. These fields include, but are not limited to, financial, logistics, military personnel ,readiness, manpower, or training data and systems. Experience must show a progression of increasing management, planning, and analysis responsibility. Experience in project/task management is mandatory. Specific experience in database design and development and the of automated systems development tools is desirable, but can be a requirement based on project or task requirements.

**Functional Responsibility:** This individual will analyze user needs to determine functional and cross-functional requirements. They perform functional allocation to identify required tasks and their relationships. Identifies resources required for each task.. May serve as task team leader directing the activities of technical staff in task accomplishment. Will conduct formal requirements analysis and prepare requirements documents according to required standards. Will serve as the functional expert in task participation, coordinating with the customer, and assisting to resolve functional issues encountered in task accomplishment.

**Minimum Education:** Bachelors Degree or Equivalent.

**Job Title: Senior Database Analyst**

**Minimum/General Experience:** Ten Years experience with at least eight years specialized experience. Specialized experience include: demonstrated experience with data base design and system analysis, current operating systems software internals and data manipulation languages. General experience includes increasing responsibilities in the development and maintenance of data base systems. Experience and knowledge of the database products and structures which are applicable to specific task performance.

**Functional Responsibility:** Provides senior task leader guidance in the development of database projects. Prepares and delivers presentations on database management systems (DBMS) and concepts. Performs database analysis and review in recommending specific products, structures, and platforms to customers and project staff. Provides senior technical assistance in resolving database performance and tuning issues.

**Minimum Education:** Bachelors or equivalent. Additional specialized experience and formal technical training will be considered as an equivalent.

**Job Title: Senior Computer Systems Analyst**

**Minimum/General Experience:** This position requires at least ten years of professional experience, of which at least seven years must be specialized. Specialized experience includes: supervision of computer systems analysts, use of structured analysis, design methodologies and design tools, object oriented principles, and experience with the logical and physical functional operational and technical architecture of large and complex information systems. Overall experience includes increasing responsibilities in systems engineering. This individual must have in depth experience in the disciplines and technologies required for specific task assignment.

**Functional Responsibility:** This individual serves as a team leader and supervisor for task performance. This individual will be responsible to develop overall system concepts and technical approaches for meeting broadly stated requirements to include allocation of requirements to system design and preparation of preliminary systems design specifications. This individual establishes system information requirements using analysis of the functional and technical requirements in the development of enterprise-wide or large scale information systems. They design the architecture to include the software, hardware, and communications to support the total requirements as well as provide for present and future cross-functional requirements and interfaces. As appropriate they will ensure these systems are compatible and in compliance with the Government and Industry standards that apply. The evaluate analytically and systematically problems of work flows, organization, and planning and develop appropriate corrective action. They additionally provide daily supervision and direction to staff assigned to their tasks.

**Minimum Education:** Bachelors or equivalent. Additional specialized experience and formal technical training will be considered as an equivalent.

**Job Title: Network/Telecommunications Analyst**

**Minimum/General Experience:** Seven years of experience of which five year is specialized. Specialties includes protocol analysis, communication network system design and maintenance, knowledge of communications protocols (e.g. TCP/IP, X.25, X.40, X.500). Working knowledge of bridges, routers and gateways. Supervising the operations and maintenance of communications network systems which can be mainframe, mini, or client/server based. General experience includes all aspects of communication networks planning, installation, and support. Specific experience in the protocols and network software required for task performance is required (NOVELL, Windows NT, TCP/IP, SNA)

**Functional Responsibility:** This individual will coordinate with all network users and sites, will provide troubleshooting and general administration, in the administration of the network. They will evaluate hardware and software and resolve LAN/MAN/WAN network related problems. Provide technical leadership in the implementation of complex large scale computer integrated networks.

**Minimum Education:** Bachelors Degree or equivalent. Additional equivalent related specialized experience and training may be considered as equivalent.

**Job Title: Computer Systems Analyst**

**Minimum/General Experience:** At least four years of specialized experience in the design and development of Automated Information Systems (AIS). Specialized experience can include analysis and design of applications on complex systems for large-scale computers, database management concepts, programming languages, DBMS, Client/Server applications, PC Based applications, Internet/Web systems, CASE, and/or Business Process Re-engineering. The individual must have experience and knowledge of the specific methodologies and/or technologies required for task accomplishments.

**Functional Responsibility:** This individual will analyze, design and develop computer software possessing a wide range of capabilities to include engineering, business and records management functions. They develop plans for automated information systems (AIS) from project inception to conclusion. Analyze user interfaces, maintain software performance tuning, analyze workload and computer software usage, maintain automated interfaces with outside systems, analyze downtimes, analyze proposed system modification upgrades and new system software. They will apply database management concepts in the design and development of AIS and software. They will work independently and often supervise one or more junior analysts and programmer analysts in accomplishing specific group assignments.

**Minimum Education:** Bachelors Degree or Equivalent. Associate Degree or Technical Certificate combined with additional directly relevant specialized experience may be considered as an equivalent.

**Job Title: Junior Analyst**

**Minimum/General Experience:** At least two years of specialized experience in the design and development of Automated Information Systems (AIS). Specialized experience can include analysis and design of applications on complex systems for large-scale computers, database management concepts, programming languages, DBMS, Client/Server applications, PC Based applications, Internet/Web systems, CASE, and/or Business Process Re-engineering. The individual must have experience and knowledge of the specific methodologies and/or technologies required for task accomplishments.

**Functional Responsibility:** This individual will assist in the analysis, design and development of computer software possessing a wide range of capabilities to include engineering, business and records management functions.. Analyze user interfaces, maintain software performance tuning, analyze workload and computer software usage, maintain automated interfaces with outside systems, analyze downtimes, analyze proposed system modification upgrades and new system software. They will apply database management concepts in the design and development of AIS and software. They can work independently and often participate in task accomplishment as part of a team.

**Minimum Education:** Bachelors Degree or Equivalent. Associate Degree or Technical Certificate combined with additional directly relevant specialized experience may be considered as an equivalent.

<b>Job Title: Computer Technician</b>
<b>Minimum/General Experience:</b> At least two years of experience building, evaluating and performing tests on desktop computer components for operability, compatibility and troubleshooting malfunctioning components. Must have a working knowledge of the principles of applying standard and nonstandard procedures and equipment in undertaking complex task assignments.
<b>Functional Responsibility:</b> This individual will install, troubleshoot, upgrade and repair desktop computer hardware systems and components to include all peripherals. They will be called upon to evaluate and recommend hardware and hardware components for compatibility, operability, effectiveness, and replacement
<b>Minimum Education:</b> Associate Degree or equivalent. Additional equivalent related specialized experience and training may be considered as equivalent.

<b>Job Title: Application Programmer</b>
<b>Minimum/General Experience:</b> Technical Training or experience in performing routine design, coding and documentation of application programs using either large scale hardware platforms, personal desk top computers, or network servers. Specialized experience can be gained by technical training.
<b>Functional Responsibility:</b> This individual participates in the development of application programs. Assists a task team leader to translate software and design requirements into code, test software, and sustain currently existing software application programs.
<b>Minimum Education:</b> Bachelors Degree, Associates Degree or Technical Training Certificate.

<b>Job Title: Training Specialist</b>
<b>Minimum/General Experience:</b> Must be experienced and proficient in conducting user training for Automated Information Systems (AIS) in a formal classroom, workshop or seminar setting. Must be able to revise training materials as needed to reflect the most current information. Must be familiar with ADP terminology to include telecommunications and basic Windows or PC terms.
<b>Functional Responsibility:</b> This individual will conduct user training for Automated Information System (AIS). This individual will conduct the research necessary to revise training courses. They will revise the course and update training materials, instructor materials, student materials, and course critique forms. They will additionally survey and collect survey results using the critique forms, on the user response to the training delivered as it pertains to content, and delivery method. They will be expected to provide answers to technical and functional questions as it related to the content of the training and the functions it performs.
<b>Minimum Education:</b> Associates Degree or equivalent.

<b>Job Title: Administrative Assistant</b>
<b>Minimum/General Experience:</b> Must have demonstrated ability to handle technical project administrative tasks including word processing, data entry into on-line database, and in system or user documentation production. Demonstrated ability to type, proof and format highly specialized technical manuals rapidly and accurately. Familiarity with electronic mail, commercial spreadsheets and Windows based applications is desirable.
<b>Functional Responsibility:</b> Assist technical team in project related administrative tasks to include production of reports, documentation, training packages, and data entry as required.
<b>Minimum Education:</b> No specific requirement.

**GSA LABOR CATEGORY DESCRIPTIONS**

CATEGORY TITLE	EDUCATION	EXPERIENCE	RESPONSIBILITIES
Subject Matter Expert 3	Bachelor's Degree	15+ years of experience.	Demonstrated experience and ability to provide managerial, and administrative direction for problem definition, analysis, requirements development and implementation for complex to extremely complex systems in the subject matter area. Ability to make recommendations and advise on system wide improvements, risk management; automation, modeling and simulation, optimization and maintenance efforts in the functional area being addressed.
Master IT Analyst	Bachelor's Degree	15+ years of experience.	Demonstrate progressive Information Technology (IT) experience including the supervision of substantially large IT projects involving various job categories and skills. Ensures problem resolution and customer satisfaction for individual orders; provides supervisory, technical, and administrative direction for personnel performing on such orders.
Program Manager	Bachelor's Degree	10 - 15 years of experience	Demonstrated experience and ability to direct multiple IT systems development life cycle (SDLC) efforts such as: design, development, integration, testing, training, deployment, operation and/or maintenance. Must be capable of independently leading programs that involve the successful management of teams composed of data processing and other information management professionals who have been involved in analysis, design, integration, testing, documenting, converting, extending, and implementing automated information systems. Performs day to day management of overall contract support operations, possibly involving multiple projects and groups of personnel at multiple locations. Organizes, directs, and coordinates the planning and production of all contract support activities. Demonstrates written and oral communication skills. Ability and authority to establish and alter (as necessary) vendor management structure to direct effective contract support activities.
Database Manager	Bachelor's Degree	10+ years of experience.	Demonstrated experience and ability to lead or supervise at team of specialists in installing, maintaining, upgrading and administering full featured database management systems and related tools. Demonstrated experience and ability to manage the development of database projects. Ability to plan and budget staff and data resources. Ability to support application developers in planning preparation, load analysis, and backup and recovery of data. Ability to prepare and deliver presentations on DBMS concepts. Ability to provide daily supervision and direction to support staff. Ability to work with other senior technical and user staff to complete projects. Ability to monitor, maintain, upgrade and administer full featured database management systems such and related tools.

Sr. It Analyst	Bachelor's Degree	7 - 10 years of experience	Demonstrate progressive Information Technology (IT) experience including the supervision of some IT projects involving various job categories and skills. Provides technical and administrative direction for tasks, including review of work products for correctness, compliance with industry accepted standards, and user standards specified in specific orders.
Sr. Quality Assurance Manager	Bachelor's Degree	7 - 10 years of experience	Demonstrated experience and ability to supervise or lead a team of Quality Assurance specialists in applying quality control/quality assurance management procedures, including implementing a program of reporting, tracking and analyzing key metrics, monitoring quality procedures and participating in software reviews and testing. Demonstrated experience and ability to evaluate, recommend, and use software engineering processes and methodologies. Demonstrated experience and ability to determine and apply the latest commercial products and procedures for identifying software errors and evaluating software quality and efficiency. Demonstrated experience and ability to interpret and apply Government regulations, manuals, and standards relating to quality assurance. Ability to determine the resources required for quality control. Ability to maintain the level of quality throughout the software and system life cycle. Ability to develop and present software and system quality assurance plans. Ability to conduct formal and informal reviews at predetermined points throughout the development life cycle. Duties include independently developing and implementing a complex program of reporting, tracking, and analyzing key performance based system metrics; and monitoring quality procedures, evaluating system quality and efficiency, and may include Quality Assurance Team supervision.
Subject Matter Expert	Bachelor's Degree	10+ years of experience.	Serves as a subject matter technical expert in areas relevant to the project. Provide guidance to the technical staff on functional procedures/processes/policies reflecting detailed knowledge of the functional areas. Interfaces with Government management personnel and functional proponents. Reports in writing and orally to Contractor management and Government representatives, including the Government CO and COR.

Sr. Technician	Bachelor's Degree	7+ years of experience	Is responsible for directing technical work on projects. Performs a variety of analyses and prepares appropriate documentation. Prepares and makes briefings and presentations. Leads team in on-site management of installations. Works independently and installs, operates, maintains, configures, troubleshoots, and repairs IT systems devices, circuits, cables, components, software, and end-user devices, components, software and connectivity. Assists in the development and management of project plans. This includes the review of task performance and work products for correctness, for adherence to design concepts and user requirements, and for progress in accordance with schedules. Coordinates with the Contractor's project manager, GSA COR, and Government user representatives to ensure accurate solutions and user satisfaction on technical matters.
Sr. Database Engineer	Bachelor's Degree	7+ years of experience	Ability to independently analyze, compile requirements, and develop database solutions for full featured database systems and related tools. Ability to plan, design, develop, and modify complex databases structures, and database administration tools using current products and programming languages. Ability to work with other senior technical and user staff to complete projects.
Sr. Software Engineer	Bachelor's Degree	7+ years of experience.	Demonstrated experience and ability to lead or direct team of software engineers developing and maintaining operating systems, applications software, database packages, compilers, assemblers, utility programs and other highly complex system software requirements. Ability to modify and create special purpose software and ensure systems efficiency and integrity. Ability to analyze systems requirements and design specifications. Ability to develop block diagrams and logic flow charts. Ability to translate detailed systems designs into executable software. Ability to test, debug, and refine software to produce the required product. Ability to prepare required documentation, including project plans and software program documentation.
System Analyst	Bachelor's Degree	3+ - 7 years of experience.	Demonstrated ability to analyze and evaluate existing systems with minimal oversight and define problems, data availability, report requirements and system design issues. Ability to develop plans for IT systems from project inception to conclusion. Ability to analyze the problem and the information to be processed, define the problem and develop system requirements and program specifications from which programmers prepare detailed flowcharts, programs, and tests. Analyzes alternate means of deriving, input data to select the most accurate, feasible and economical methods. Defines input and output file specifications including file organization. Defines controls, conversion procedures and system implementation plans including user training and orientation. Closely coordinates with programmers to ensure proper implementation of program and system specifications. In conjunction with functional users develops system alternative solutions.

Network Administrator	Bachelor's Degree	7+ years of experience.	Demonstrated ability to supervise operations and maintenance activities for voice and data communications networks. Ability to conduct protocol analysis and knowledge of LAN and WAN data communications protocols (TCP/IP, ATM, frame relay, X.400, and X.500). Ability to plan and perform fault management, configuration control, and performance monitoring. Ability to conduct activation, back up, deactivation, and restart of network resources/services. Ability to evaluate communication hardware and software, troubleshoot LAN/MAN/WAN and other network related problems. Performs and supervises general voice and data network administration, provides technical leadership in the integration and testing of complex large scale networks. Schedules network conversions and cutovers. Supervises maintenance of network systems. Coordinates with users, technical team, senior management throughout all network sites.
Apprentice IT Analyst	Bachelor's Degree	3+ - 7 years of experience.	Works under general supervision, developing the requirements of a product from inception to conclusion. Develops required specifications for simple to moderately complex problems.
Web Designer	Bachelor's Degree	3+ - 7 years of experience	Designs, develops, troubleshoots, debugs, and implements software code (such as HTML, CGI, and Javascript) for components of the website in support of Information Technology (IT) projects. Works with graphic designers and other members of a project team to develop the site concept, interface design, and architecture of the website. Responsible for interface implementation. Requires strong navigation and site design instincts. Knowledgeable in web development methodology to include CM and testing. Developmental experience in web-based languages.
Sr. Database Management Specialist	Bachelor's Degree	7+ years of experience.	Manages the development of data base projects. Plans and budgets staff and data base resources. When necessary, reallocates resources to maximize benefits. Prepares and delivers presentations on data base management systems (DBMS) concepts. Demonstrated experience with data base design and system analysis, current operating systems software internals and data manipulation languages.
Jr. Software Engineer	Bachelor's Degree	3+ - 7 years of experience	Ability to conduct analysis development and maintenance of software in a supervised setting. Ability to modify and create systems software and ensure systems efficiency and integrity. Ability to translate detailed design into executable software. Ability to test, debug, and refine the software to produce the required product. Ability to prepare required documentation, including block diagrams, logic flow charts and software program documentation.

Jr. Network/System Security Engineer	Bachelor's Degree	3+ - 7 years of experience	Ability to perform supervised security analysis of existing systems for compliance with security requirements in a supervised setting. Ability to use a variety of common security techniques, technologies, and tools to implement security solutions in computer systems and networks. Participates in some phases of the systems lifecycle including systems development, integration and testing. Assists in computer security penetration studies. Analyzes and documents security requirements for computer systems, which may include mainframes, workstations, and personal computers. Designs, develops, engineers, and implements common solutions to security requirements. Gathers and organizes technical information about an organization's mission goals and needs, existing security products, and ongoing programs in computer security.
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NOTES:

1. For all categories, a Master's degree may be substituted for TWO years of experience.
2. For all categories, a doctoral degree may be substituted for an additional TWO years of experience.
3. For all categories, TWO ADDITIONAL years of directly related job experience may be substituted for each year of college not attended.
4. Experience in general must be professional and job related, though it need not be in the specific area to be the employee's responsibility. Additional experience to be substituted for education must be in the area of the individual's assigned project responsibility.

**GSA LABOR RATES – SIN 132-51/132-51STLOC**

	Labor Categories	7/18/2007 - 7/17/2008	7/18/2008 - 7/17/2009	7/18/2009 - 7/17/2010	7/18/2010 - 7/17/2011	7/18/2011 - 7/17/2012
1	Senior Program Manager	195.60	204.20	213.19	222.57	232.36
2	Project Manager	116.40	121.52	126.87	132.45	138.28
3	Senior Operations research Analyst	103.85	108.42	113.19	118.17	123.37
4	Management Analyst	97.72	102.02	106.51	111.19	116.09
5	Senior Database Analyst	111.26	116.15	121.26	126.60	132.17
6	Senior Computer Systems Analyst	96.98	101.24	105.70	110.35	115.20
7	Network/Telecommunications Analyst	66.25	69.16	72.21	75.38	78.70
8	Computer Systems Analyst	57.90	60.45	63.11	65.88	68.78
9	Junior Analyst	39.29	41.02	42.82	44.71	46.67
10	Computer Technician	39.79	41.54	43.37	45.28	47.27
11	Application Programmer	34.99	36.53	38.13	39.81	41.56
12	Training Specialist	32.72	34.16	35.67	37.24	38.87
13	Administrative Assistant	28.87	30.15	31.47	32.86	34.30
14	Subject Matter Expert 3	197.23	205.91	214.97	224.43	234.30
15	Master IT Analyst	191.80	200.24	209.05	218.25	227.85
16	Program Manager	129.69	135.40	141.35	147.57	154.07
17	Database Manager	114.32	119.35	124.60	130.08	135.80
18	Sr IT Analyst	114.14	119.16	124.40	129.87	135.59
19	Sr Quality Assurance Manager	98.42	102.75	107.27	111.99	116.92
20	Subject Matter Expert	95.81	100.03	104.43	109.03	113.82
21	Sr Technician	95.09	99.28	103.64	108.21	112.97
22	Sr Database Engineer	89.19	93.11	97.21	101.49	105.95
23	Sr Software Engineer	87.14	90.98	94.98	99.16	103.52
24	Systems Analyst	86.37	90.17	94.14	98.28	102.61
25	Network Administrator	83.77	87.45	91.30	95.32	99.51
26	Apprentice IT Analyst	85.09	88.83	92.74	96.82	101.08
27	Web Designer	82.90	86.54	90.35	94.33	98.48
28	Sr Database Management Specialist	79.15	82.63	86.27	90.06	94.02
29	Jr Software Engineer	68.66	71.68	74.84	78.13	81.57
30	Jr Network/System Security Engineer	62.61	65.36	68.24	71.24	74.38