

# GENERAL SERVICES ADMINISTRATION

## **Federal Acquisition Service** *Authorized Federal Supply Schedule Price List*

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

### **Schedule for Professional Engineering Services (PES)**

**Federal Supply Group:** 871      **Class:** R425

**Contract Number:** GS-10F-0295X

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

**Contract Period:** 8 June 2011 through 7 June 2016

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**Contractor:** Systems Technology Forum, LTD  
150 Riverside Parkway, Suite 309  
Fredericksburg, VA 22406 1094

**Business Size:** Small Business

**Telephone:** (703) 568-7804

**Extension:**

**FAX Number:** (703) 435-7954

**Web Site:** <http://www.stf-ltd.com>

**E-mail:** [AaronC@stfltd.com](mailto:AaronC@stfltd.com)

**Contract Administration:** Christine Aaron

Additional Negotiators: Emily Morris  
Phone: 540-899-3536  
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Scott Ayers  
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## CUSTOMER INFORMATION:

- 1a. **Table of Awarded Special Item Number(s) with appropriate cross-reference to page numbers:** 871-1/1RC, 871-2/2RC, 871-3/3RC, 871-4/4RC, 871-5/5RC, 871-6/6RC, 871-7/7RC
- 1b. **Identification of the lowest priced model number and lowest unit price for that model for each special item number awarded in the contract. This price is the Government price based on a unit of one, exclusive of any quantity/dollar volume, prompt payment, or any other concession affecting price. Those contracts that have unit prices based on the geographic location of the customer, should show the range of the lowest price, and cite the areas to which the prices apply.**
- 1c. **If the Contractor is proposing hourly rates a description of all corresponding commercial job titles, experience, functional responsibility and education for those types of employees or subcontractors who will perform services shall be provided. If hourly rates are not applicable, indicate "Not applicable" for this item.**
2. **Maximum Order:** \$1,000,000.00
3. **Minimum Order:** \$100.00
4. **Geographic Coverage (delivery Area):** Domestic and Overseas
5. **Point(s) of production (city, county, and state or foreign country):** Same as company address
6. **Discount from list prices or statement of net price:** Government net prices (discounts already deducted). See Attachment.
7. **Quantity discounts:** None Offered
8. **Prompt payment terms:** Net 30 days

- 9a. Notification that Government purchase cards are accepted up to the micro-purchase threshold: Yes
- 9b. Notification whether Government purchase cards are accepted or not accepted above the micro-purchase threshold: will accept over \$3,000
10. Foreign items (list items by country of origin): None
- 11a. Time of Delivery (Contractor insert number of days): Specified on the Task Order
- 11b. Expedited Delivery. The Contractor will insert the sentence “Items available for expedited delivery are noted in this price list.” under this heading. The Contractor may use a symbol of its choosing to highlight items in its price list that have expedited delivery: Contact Contractor
- 11c. Overnight and 2-day delivery. The Contractor will indicate whether overnight and 2-day delivery are available. Also, the Contractor will indicate that the schedule customer may contact the Contractor for rates for overnight and 2-day delivery: Contact Contractor
- 11d. Urgent Requirements. The Contractor will note in its price list the “Urgent Requirements” clause of its contract and advise agencies that they can also contact the Contractor’s representative to effect a faster delivery: Contact Contractor
12. F.O.B Points(s): Destination
- 13a. Ordering Address(es): Same as Contractor
- 13b. Ordering procedures: For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPA’s), and a sample BPA can be found at the GSA/FSS Schedule homepage ([fss.gsa.gov/schedules](http://fss.gsa.gov/schedules)).
14. Payment address(es): Same as company address
15. Warranty provision.: Contractor’s standard commercial warranty.
16. Export Packing Charges (if applicable): N/A
17. Terms and conditions of Government purchase card acceptance (any thresholds above the micro-purchase level): Contact Contractor
18. Terms and conditions of rental, maintenance, and repair (if applicable): N/A
19. Terms and conditions of installation (if applicable): N/A
20. Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices (if applicable): N/A
- 20a. Terms and conditions for any other services (if applicable): N/A
21. List of service and distribution points (if applicable): N/A
22. List of participating dealers (if applicable): N/A
23. Preventive maintenance (if applicable): N/A
- 24a. Environmental attributes, e.g., recycled content, energy efficiency, and/or reduced pollutants: N/A
- 24b. If applicable, indicate that Section 508 compliance information is available on Electronic and Information Technology (EIT) supplies and services and show where full details can be found (e.g. contactor’s website or other location.) The EIT standards can be found at: [www.Section508.gov/](http://www.Section508.gov/).
25. Data Universal Numbering System (DUNS) number: 13-4157333
26. Notification regarding registration in Central Contractor Registration (CCR) database: Registered

STF Site	Year One	Year two	Year Three	Year Four	Year Five
Engineering Program Manager – Level III	\$183.25	\$188.75	\$194.41	\$200.24	\$206.25
Engineering Program Manager – Level II	\$145.79	\$150.16	\$154.67	\$159.31	\$164.09
Engineering Program Manager – Level I	\$122.80	\$126.48	\$130.28	\$134.19	\$138.21
Subject Matter Expert – Level III	\$198.69	\$204.65	\$210.79	\$217.11	\$223.63
Subject Matter Expert – Level II	\$147.55	\$151.98	\$156.54	\$161.23	\$166.07
Subject Matter Expert – Level I	\$107.10	\$110.31	\$113.62	\$117.03	\$120.54
Engineer – Level V	\$161.11	\$165.94	\$170.92	\$176.05	\$181.33
Engineer – Level IV	\$108.54	\$111.80	\$115.15	\$118.60	\$122.16

Engineer – Level III	\$111.02	\$114.35	\$117.78	\$121.31	\$124.95
Engineer – Level II	\$96.48	\$99.37	\$102.36	\$105.43	\$108.59
Engineer – Level I	\$92.46	\$95.23	\$98.09	\$101.03	\$104.06
Management Analyst – Level III	\$113.39	\$116.79	\$120.30	\$123.90	\$127.62
Management Analyst – Level II	\$92.33	\$95.10	\$97.95	\$100.89	\$103.92
Management Analyst – Level I	\$83.40	\$85.90	\$88.48	\$91.13	\$93.87
Technician – Level III	\$81.00	\$83.43	\$85.93	\$88.51	\$91.17
Technician – Level II	\$66.28	\$68.27	\$70.32	\$72.43	\$74.60
Technician – Level I	\$53.13	\$54.72	\$56.37	\$58.06	\$59.80
Administrative Support – Level II	\$54.52	\$56.16	\$57.84	\$59.58	\$61.36
Administrative Support – Level I	\$49.86	\$51.36	\$52.90	\$54.48	\$56.12
Project Control Analyst	\$69.92	\$72.02	\$74.18	\$76.40	\$78.70

Govt Site	Year One	Year two	Year Three	Year Four	Year Five
Engineering Program Manager – Level III	\$124.51	\$128.25	\$132.09	\$136.06	\$140.14
Engineering Program Manager – Level II	\$89.01	\$91.68	\$94.43	\$97.26	\$100.18
Engineering Program Manager – Level I	\$76.41	\$78.70	\$81.06	\$83.50	\$86.00
Subject Matter Expert – Level III	\$111.51	\$114.86	\$118.30	\$121.85	\$125.51
Subject Matter Expert – Level II	\$94.48	\$97.31	\$100.23	\$103.24	\$106.34
Subject Matter Expert – Level I	\$97.34	\$100.26	\$103.27	\$106.37	\$109.56
Engineer – Level V	\$86.81	\$89.41	\$92.10	\$94.86	\$97.71
Engineer – Level IV	\$84.06	\$86.58	\$89.18	\$91.85	\$94.61
Engineer – Level III	\$78.47	\$80.82	\$83.25	\$85.75	\$88.32
Engineer – Level II	\$79.60	\$81.99	\$84.45	\$86.98	\$89.59
Engineer – Level I	\$64.52	\$66.46	\$68.45	\$70.50	\$72.62
Management Analyst – Level III	\$110.11	\$113.41	\$116.82	\$120.32	\$123.93
Management Analyst – Level II	\$92.24	\$95.01	\$97.86	\$100.79	\$103.82
Management Analyst – Level I	\$64.99	\$66.94	\$68.95	\$71.02	\$73.15
Technician – Level III	\$80.71	\$83.13	\$85.63	\$88.19	\$90.84
Technician – Level II	\$76.41	\$78.70	\$81.06	\$83.50	\$86.00
Technician – Level I	\$64.04	\$65.96	\$67.94	\$69.98	\$72.08
Administrative Support – Level II	\$45.72	\$47.09	\$48.50	\$49.96	\$51.46
Administrative Support – Level I	\$44.67	\$46.01	\$47.39	\$48.81	\$50.28
Project Control Analyst	\$55.95	\$57.63	\$59.36	\$61.14	\$62.97

SCA MATRIX		
SCA Eligible Contract Labor Category	SCA Equivalent Code Title	WD Number
Administrative Support – Level I – STF Site*	01611 WORD PROCESSOR I	052103
Administrative Support – Level I – Govt Site*	01611 WORD PROCESSOR I	052103

The Service Contract Act (SCA) is applicable to this contract and it includes SCA applicable labor categories. The prices for the cited SCA labor categories are based on the U.S. Department of Labor Wage Determination Number(s) identified in the SCA matrix and below [insert matrix]. The prices offered are based on the preponderance of where work is performed and should the contractor perform in an area with lower SCA rates, resulting in lower wages being paid, the task order prices will be discounted accordingly.

## 2.0 LABOR CATEGORY DESCRIPTIONS

Engineering Program Manager

Manages the project in order to expand participation, anticipating and meeting customer needs; directs the tactical activities of the program including, but not limited to, engineering, finance and/or operations. General experience includes working with all phases of the development life cycle as well as obtaining increasing levels of management experience. Technical experience shall include the specific engineering discipline, system, products, or field of study applicable to the assigned task/project. The Engineering Program Manager is responsible for performing engineering activities for the assigned task or project and may be responsible for some or all of staffing, cost, and quality performance for the assigned project and task areas. The Engineering Program Manager is responsible for the resolution of technical issues; analyzes engineering requirements and directs/conducts engineering design activities; and conducts engineering analysis, design, and development for areas requiring a moderate degree of experience, training, and skill.

Level	Education/Experience Requirement
I	A Bachelor's degree plus 7 years of work experience
II	A Bachelor's degree plus 10 years of work experience is required
III	A Bachelor's degree and 15 or more years of work experience is generally required

### Subject Matter Expert

An organizational expert in the mechanical, electrical, chemical, components of civil engineering, aerospace, nuclear, bioengineering, communication systems, science or marine architecture fields. The Subject Matter Expert provides technical knowledge and analysis of highly specialized applications and operational environments; high-level functional systems analysis; and design, integration, configuration management, documentation or implementation advice on exceptionally complex problems that need extensive knowledge of the subject matter for effective implementation. The Subject Matter Expert participates as needed in all phases of science and engineering disciplines with emphasis on the planning, analysis, testing, integration, documentation, and presentation phases. Technical experience shall include the specific engineering discipline, system, products, or field of study applicable to the assigned task/project. Further the Subject Matter Expert applies principles, methods and knowledge of the functional area of capability to specific task order requirements. May have authored and published papers, articles or books in field of expertise.

Level	Education/Experience Requirement
I	A Bachelor's degree plus 7 years of work experience
II	A Bachelor's degree plus 10 years of work experience is required
III	A Bachelor's degree and 15 or more years of work experience is generally required

### Engineer

Plans, schedules, conducts or coordinates detailed phases of the engineering or scientific work in a project or performs work that involves engineering or scientific practices. Technical experience shall include the specific engineering discipline, system, products, or field of study applicable to the assigned task/project. Typical work may include the following: research, development, design, testing, logistics, communications, configuration management, and analysis, production, maintenance and operation. Engineer's work may also include system security, planning, estimating, application, standardization of engineering facilities, systems, structures, software applications, firmware, processes equipment, devices, and documentation or materials. An Engineer applies knowledge of and experience with engineering principles and techniques to develop moderately complex specifications and procedures, develop and analyze designs, and evaluate technical reports. Conducts research concerned with design, manufacture and test of components, equipment and systems, including application of equipment to new uses. May create and analyze moderately complex engineering designs.

Level	Education/Experience Requirement
I	A Bachelor's degree plus 2 years of work experience is required.
II	A Bachelor's degree plus 4 years of work experience is required.
III	A Bachelor's degree plus 7 years of work experience is required.
IV	A Bachelor's degree plus 10 years of work experience is required.
V	A Bachelor's degree and 15 or more years of work experience is required

**Management Analyst**

Management Analyst experience will include one or more of the following: development of program acquisition documentation; requirements analysis; development of testing criteria; configuration management; development of corrective action systems; development of program planning or monitoring approach (e.g. PERT, CPM, EVM); analysis of programs health; data collection and analysis; development of cost estimates and/or development of Program Status Reports. Knowledge of acquisition policies and procedures is desired. Additional experience in Information Assurance, Information Warfare and knowledge /experience in computer/network systems protection policies and procedures such as FISMA and CISSP may be required.

Level	Education/Experience Requirement
I	A Bachelor's degree plus 6 years of work experience
II	A Bachelor's degree plus 10 years of work experience is required.
III	A Bachelor's degree and 15 or more years of work experience is required.

**Technician**

Technician supports the planning and performance of engineering and customer specifications. Designs or installs components, equipment, or test sets and executes procedures and processes in conjunction with requirements and specifications developed by engineering staff. Supports the technical or engineering activities related to the development and integration of testing of a project assigned to higher level engineers. Oversees, completes or supports emergency repairs and routine maintenance. Observes experiments, records test data, performs routine analyses and maintenance, and prepares charts and graphs. A Technician may create/review diagrams, may maintain or update configuration documentation and specifications of equipment as well as complies with safety and security procedures in the performance of work.

Level	Education/Experience Requirement
I	An Associate's degree or technical training and 2 years work experience is required.
II	An Associate's degree or technical training and 5 years of work experience is required.
III	An Associate's degree or technical training and 8 years of experience is required.

**Administrative Support**

Working under general supervision, provides secretarial, clerical, and administrative support to technical and managerial staff.

Level	Education/Experience Requirement
I	A High School diploma and 2 years work experience is required.
II	A High School diploma and 5+ years work experience is required.

### **Project Control Analyst**

Develops, analyzes, forecasts and reports on programmatic and financial operating data. Establishes and maintains contract cost and schedule performance baseline, monitors performance, supports development of Work Breakdown Structures (WBS), supports development of estimates to complete and has thorough understanding of related financial policies. Supports contractual scheduling as required, implements earned value methodologies (as applicable), or performs related variance analyses. The Project Control Analyst prepares written and verbal reports regarding cost and performance schedule variances; ensures that job cost information is accurately reported and timely.

### **Education/Experience Requirement**

Generally requires a Bachelor's degree and six years work experience.

### **SUBSTITUTION CRITERIA**

#### **Education for Experience**

An Associate's degree may be substituted for two years of general and specialized experience for those labor categories requiring a High School diploma. A Bachelor's degree may be substituted for four years of general and specialized experience for those labor categories requiring a High School diploma. A Master's degree may be substituted for six years of general and specialized experience for those labor categories requiring a High School diploma. Formal accreditation in an area related to the statement of work may be substituted for one year of general and specialized experience. A Master's degree may be substituted for two years of general and specialized experience for those labor categories requiring a Bachelor's degree.

#### **Experience for Education**

The labor category description provides the minimal degree required to qualify for each labor category. Experience may be substituted for the minimal degree as follows:

High School Diploma plus 2 years = Associate's Degree  
High School Diploma plus 4 years = Bachelor's Degree High School  
Diploma plus 6 years = Master's Degree  
Bachelor's Degree plus 2 years = Master's Degree