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GENERAL SERVICES ADMINISTRATION

Federal Acquisition Service  
*Authorized Federal Supply Schedule Price List*

**CONTRACT NO. GS-35F-0329W**

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

Schedule for – GENERAL PURPOSE COMMERCIAL INFORMATION TECHNOLOGY EQUIPMENT, SOFTWARE, AND SERVICES

Federal Supply Group – 70

Contract Period: 18 March 2010 – 17 March 2015

Contractor: Systems Technology Forum, Ltd  
150 Riverside Parkway  
Suite 309  
Fredericksburg, VA 22406

Telephone: (540) 899-3520  
FAX Number: (540) 899-0997  
Website: [www.stf-ltd.com](http://www.stf-ltd.com)  
Email: [aaronc@stfltd.com](mailto:aaronc@stfltd.com)  
Contract Administration: Christine Aaron

Additional Authorized Negotiators: Emily Morris  
Email: [Emily.Morris@stfltd.com](mailto:Emily.Morris@stfltd.com)  
Phone: (540) 899-3536

Scott Ayers  
Email: [Scott.Ayers@stfltd.com](mailto:Scott.Ayers@stfltd.com)  
Phone: (540) 899-2595

Business Size: Veteran Owned Small Business

Awarded Special Item Number: 132-51 Information Technology Professional Services

## INFORMATION FOR ORDERING OFFICES

1. **Geographic Scope of Contract:** The geographic scope of this contract is points within the 48 contiguous states, Alaska, Hawaii and the Commonwealth of Puerto Rico.

2. **Contractor's Ordering Address:**

Systems Technology Forum, Ltd.  
150 Riverside Parkway, Suite 309  
Fredericksburg, VA 22406  
Phone: (540) 899-3520 or (703) 568-7804  
FAX: (540) 899-0997

Contractor's Payment Address:

Systems Technology Forum, Ltd.  
150 Riverside Parkway, Suite 309  
Fredericksburg, VA 22406  
Attention: Accounts Receivable

Contractors are required to accept credit cards for payments equal to or less than the micropurchase threshold for oral or written delivery orders.

Credit cards will be acceptable for payment above the micro-purchase threshold. In addition, bank account information for wire transfer payments will be shown on the invoice.

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

Primary: Christine Aaron – (540) 899-3520 or (703) 568-7804 – Email: [aaronc@stfltd.com](mailto:aaronc@stfltd.com)  
Alternate: Emily Morris – (540) 899-3536 – Email: [Emily.Morris@stfltd.com](mailto:Emily.Morris@stfltd.com)

The latest electronic version of STF's IT GSA Schedule is available in Adobe Acrobat format for downloading at [www.stf-ltd.com](http://www.stf-ltd.com).

3. **Statistical Data for Government Ordering Office Completion of Standard Form 279:**

Block 9: G. Order/Modification Under Federal Schedule

Block 16: Contractor Establishment Code (DUNS): 134157333

Block 30: Type of Contractor: B: Other Small Business

Block 31: Woman Owned Business: No

Block 37: Contractor's Taxpayer Identification Number (TIN): 72-1567974

Block 40: B: Other Veteran Owned Small Business

3a. CAGE Code: 3GWG8

3b. STF has registered with the Central Contractor Registration Database.

**4. FOB Destination**

**5. Delivery Schedule**

- a. **Time of Delivery:** As negotiated within individual task orders
- b. **Overnight and 2-Day Delivery Times:** Standard commercial rates for overnight or two (2) day delivery will be charged.
- c. **Expedited Delivery:** When the Federal Acquisition 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. (Telephone 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.

**6. Discount from Price List or Statement of Net Price:** Prices shown in Attachment 1 to this Price List are NET Prices; basic discounts have been deducted. No prompt payment or quantity discounts are offered.

- a. Other Concessions: None
- b. Prompt Payment: Net 30
- c. Government Educational Institutions: Government Education Institutions are offered the same discounts as all other Government customers, unless otherwise specified in the Vendor's service offering.

**7. Guarantee/Warranty:** Contractor's standard commercial warranty

**8. Industrial Funding Fee:** .75%

**9. Minimum Order:** \$100

**10. Maximum Order:** \$500,000

ATTACHMENT 1 – AWARDED PRICES INCLUDING IFF

LABOR CATEGORY	Year 1		Year 2		Year 3		Year 4		Year 5	
	18 Mar 2010 - 17 Mar 2011		18 Mar 2011 - 17 Mar 2012		18 Mar 2012 - 17 Mar 2013		18 Mar 2013 - 17 Mar 2014		18 Mar 2014 - 17 Mar 2015	
	Vendor Site	Govt Site	Vendor Site	Govt Site	Vendor Site	Govt Site	Vendor Site	Govt Site	Vendor Site	Govt Site
Program Manager	\$170.15	124.48	\$174.40	\$127.59	\$178.76	\$130.78	\$183.23	\$134.05	\$187.81	\$137.40
IT Analyst IV	\$112.84	\$92.32	\$115.66	\$94.63	\$118.55	\$96.99	\$121.52	\$99.42	\$124.55	\$101.90
IT Analyst III	\$98.19	\$85.64	\$100.64	\$87.78	\$103.16	\$89.98	\$105.74	\$92.22	\$108.38	\$94.53
IT Analyst II	\$86.65	\$76.33	\$88.82	\$78.24	\$91.04	\$80.19	\$93.31	\$82.20	\$95.65	\$84.25
IT Analyst I	\$78.26	\$54.35	\$80.22	\$55.71	\$82.22	\$57.10	\$84.28	\$58.53	\$86.38	\$59.99
Technical Expert	\$109.29	\$78.85	\$112.02	\$80.82	\$114.82	\$82.84	\$117.69	\$84.91	\$120.64	\$87.04
Sr. Information Scientist	\$158.67	\$97.89	\$162.64	\$100.34	\$166.70	\$102.85	\$170.87	\$105.42	\$175.14	\$108.05
Technician III	\$66.41	\$65.84	\$68.07	\$67.49	\$69.77	\$69.17	\$71.52	\$70.90	\$73.30	\$72.68
Technician II	\$69.52	\$48.36	\$71.26	\$49.57	\$73.04	\$50.81	\$74.87	\$52.08	\$76.74	\$53.38
Technician I	\$50.38	\$39.65	\$51.64	\$40.64	\$52.93	\$41.66	\$54.25	\$42.70	\$55.61	\$43.77
Administrative II	\$43.71	\$36.09	\$44.80	\$36.99	\$45.92	\$37.92	\$47.07	\$38.86	\$48.25	\$39.84
Administrative I	\$30.04	\$26.46	\$30.79	\$27.12	\$31.56	\$27.80	\$32.35	\$28.49	\$33.16	\$29.21

## ATTACHMENT 2 – LABOR CATEGORY DESCRIPTIONS

### Labor Category Descriptions

#### **PROGRAM MANAGER**

Minimum/General Experience: Has ten (10) years general experience and experience in information technology, military, or civilian Government programs. Three (3) years of this experience is in the direction or management of Government programs with ten or more individuals or seven years experience in the supporting the technical or business operational aspects of multiple, large scale Government programs with ten or more individuals. Has knowledge and experience in systems requirements definition, work planning, budget development, fiscal control, scheduling, task control, work progress assessments, contract management, subcontract/vendor management, client communications, staff recruiting/development or personnel communications.

Functional Responsibility: Plans, directs, and coordinates the activities of program management and administration. Supervises personnel to complete tasks relating to complex integrated systems design, development or modification as required by specific contracts.

Minimum Education: Masters degree

#### **IT ANALYST IV**

Minimum/General Experience: Has sixteen (16) years general experience with four (4) years in IT projects.

Functional Responsibility: Supervises or performs under large IT service contracts; supervision includes people of 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 TOs. Provides support to clients relating to information technology arenas, financial administration, logistics as well as program analysis.

Minimum Education: Bachelors degree

#### **IT ANALYST III**

Minimum/General Experience: Has ten (10) years general experience and demonstrated experience with three (3) years in IT projects.

Functional Responsibility: Supervises or performs under IT service contracts; supervision includes people of various job categories and skills. Supports senior level individuals in the technical and administrative direction for tasks, including preparing and reviewing work products for correctness, compliance with industry accepted standards and user standards specified in specific TOs. Provides support to clients relating to information technology arenas, financial administration, logistics as well as program analysis.

Minimum Education: Bachelor degree

#### **IT ANALYST II**

Minimum/General Experience: Has five (5) years general experience and demonstrated experience with one (1) year in IT projects.

Functional Responsibility: Provides technical and administrative support to IT service contracts, working with people of various job categories and skills. Provides technical and administrative support for tasks, including developing work products that are complete in terms of correctness, compliance with industry accepted standards and user standards specified in specific task orders. Provides support to clients relating to information technology arenas, financial administration, logistics as well as program analysis.

Minimum Education: Bachelors degree

**IT ANALYST I**

Minimum/General Experience: Has four (4) years general experience and demonstrated experience with less than one (1) year in IT projects.

Functional Responsibility: Provides technical and administrative support to IT service contracts, working with people of various job categories and skills. Provides technical and administrative support for tasks, including developing work products that are complete in terms of correctness, compliance with industry accepted standards and user standards specified in specific task orders. Provides support to clients relating to information technology arenas, financial administration, logistics as well as program analysis.

Minimum Education: High School Diploma

**TECHNICAL EXPERT**

Minimum/General Experience: Has eight (8) years general experience and demonstrated experience in information and information security systems, including specialized experience providing state of the art solutions in IT technology (or, if the particular area of expertise is new state of the art technology, the specialized experience may be less than four years and more consistent with the age of the technology).

Functional Responsibility: Provides expert, independent services and leadership in specialized areas. Provides expertise on an as needed basis to all task assignments. Provide expert advice and assistance in state of the art hardware and software. Coordinates with contractor management and client personnel to ensure that the problem has been properly defined and that the solution will satisfy the client requirement.

Minimum Education: Bachelors Degree or program related certification(s)

### **SENIOR INFORMATION SCIENTIST**

Minimum/General Experience: Has fifteen (15) years general experience and demonstrated experience solving design information systems engineering problems for modern integrated systems.

Functional Responsibility: Performs in the area of software development; visual display systems and technologies; mathematical modeling; system and software design, communications and networking; computer-generated imagery; digital/analog systems; human factors/ergonomics; and electronic sensor technologies. Independently researches solutions to complex simulation and/or computational problems, and determines optimal solutions. Develops technical reports, directs and supervises the technical work of junior staff members, as required. Makes formal technical presentations as required.

Minimum Education: Bachelors degree

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### **TECHNICIAN III**

Minimum/General Experience: Has fifteen (15) years of general experience and experience in information technology projects.

Functional Responsibility: Responsible for direct technical work on projects. Performs a variety of analyses relating to acquisition, procurement, financial management, and logistics as well as prepares documentation. Prepares and makes briefings and presentations. Assists in on-site client in support of installations. Works independently and acquires, ships, installs, operates, maintains, configures, troubleshoots, reviews, provides logistic support for or repairs IT systems devices, circuits, cables, components, software, and end-user devices, components, software and connectivity. Where required, the candidate assists in the development and management of project plans. Reviews task performance and work products for correctness, for adherence to design concepts and user requirements, and for progress in accordance with schedules. Where required, coordinates with the Contractor's project manager, COR, and Government user representatives to ensure accurate solutions and user satisfaction on technical matters.

Minimum Education: High School Diploma

## **TECHNICIAN II**

Minimum/General Experience: Has six (6) years of general experience and experience in information technology projects.

Functional Responsibility: Responsible for direct technical work on projects. Performs a variety of analyses relating to acquisition, procurement, financial management, project control and logistics and may prepare technical documentation. Prepares and makes briefings and presentations. Assists in client in support of installations. Works independently and acquires, ships, installs, operates, maintains, configures, troubleshoots, reviews, provides logistic support for or repairs IT systems devices, circuits, cables, components, software, and/or end-user devices, components, software and connectivity. Where required, the candidate assists in the development and management of project plans. Reviews task performance and work products for correctness, for adherence to design concepts and user requirements, and for progress in accordance with schedules. Where required, coordinates with the Contractor's project manager, COR, and Government user representatives to ensure accurate solutions and user satisfaction on technical matters.

Minimum Education: High School Diploma

## **TECHNICIAN I**

Minimum/General Experience: Has one (1) year of general experience

Functional Responsibility: Performs direct technical and program work on projects. Works under general supervision and installs, operates, maintains, configures, troubleshoots, or repairs IT systems devices, circuits, cables, components, software, and end-user devices, components, software and connectivity or supports program analysis. When required, coordinates with the Contractor's project manager, COR, and Government user representatives to ensure accurate solutions and user satisfaction on technical matters.

Minimum Education: High School Diploma

## **ADMINISTRATIVE II**

Minimum/General Experience: Has five (5) years of general experience

Functional Responsibility: Performs a variety of office related duties to include program support, technical writing, financial reporting, editing, preparation of status reports, filing, copying, delivery, mailing, etc.

Minimum Education: Bachelors Degree & 5 years experience

\*This position is considered incidental to and used solely to support hardware, software and/or professional services; as such, this category cannot be purchased solely in any individual delivery order.

## **ADMINISTRATIVE I**

Minimum/General Experience: Has one (1) year of general experience

Functional Responsibility: Performs a variety of office related duties to include program support, financial reports, technical writing, editing, preparation of status reports, filing, copying, delivery, mailing, etc.

Minimum Education: High School Diploma

\*This position is considered incidental to and used solely to support hardware, software and/or professional services; as such, this category cannot be purchased solely in any individual delivery order.

## **SUBSTITUTION CRITERIA:**

### Education for Experience

An Associate's degree may be substituted for one year 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 closely related to the statement of work may be substituted for one year of general and specialized experience for those labor categories requiring a Bachelor's degree. A Master's degree may be substituted for two years of general and specialized experience for those labor categories requiring a Bachelor's degree. Formal accreditation in an area closely related to the statement of work may be substituted for one year 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 4 years = Bachelor's Degree

High School Diploma plus 6 years = Master's Degree

Bachelor's Degree plus 2 years = Master's Degree