

**Authorized Federal Supply Service
Information Technology Schedule Price List
General Purpose Commercial
Information Technology Services**

**Contract Number: GS-35F-0006J
Contract Period: 10/06/1998 – 10/05/2013
Current through PO-0018 dated 07/17/08**

PRICE LIST VALID THROUGH OCTOBER 5, 2013

OFFEROR:



**IT Facility Operation and Maintenance Services (FPDS Code D301)
IT Systems Development Services (FPDS Code D302)
IT System Analysis Services (FPDS Code D306)
Automated Information Systems Design and Integration Services (FPDS Code D307)
Programming Services (FPDS Code D308)
IT Backup and Security Services (FPDS Code D310)
IT Data Conversion Services (FPDS Code D311)
IT Network Management Services (FPDS Code D316)
Other Information Technology Services, Not Elsewhere Classified (FPDS Code D399)
Desktop Management
Information Assurance**

**Precise Systems, Inc.
46591 Expedition Drive, Suite 200
Lexington Park, MD 20653**



Name and Address of FirmPrecise Systems, Inc.
46591 Expedition Drive, Suite 200
Lexington Park, MD 20653

Business Size Small

Type of Business Veteran Owned

DUNS Number60-312-4512

CAGE Code 0GM03

TIN.....52-1686191

NAICS Codes 541330

Principal to Contact..... Tom Curtis
President
301-863-3666
FAX 301-862-1379
Tom.Curtis@goprecise.com

Authorized Signature Authority.....Stephanie Alexander
Business Manager
301-863-3650
FAX 301-862-1379
salexander@goprecise.com
and
Anne Welfare
Contracts Manager
301-737-8249
FAX 301-862-1379
awelfare@goprecise.com



Table of Contents

1. INFORMATION FOR ORDERING OFFICES	1
1.1. Geographic Scope of Contract	1
1.2. Contractor's Ordering Address and Payment Information	2
1.3. Liability for Injury or Damage	2
1.4. Statistical Data for Government Ordering Office Completion of SF279	2
1.5. FOB	3
1.6. Delivery Schedule	3
1.7. Discounts	3
1.8. Trade Agreements Act of 1979, as amended	3
1.9. Statement Concerning Availability of Export Packing	3
1.10. Small Requirements	3
1.11. Maximum Order	4
1.12. Use of Federal Supply Service IT Schedule Contracts	4
1.13. Federal IT/Telecommunication Standards Requirements	6
1.14. Security Requirements	7
1.15. Contract Administration for Ordering Offices	7
1.16. GSA <i>Advantage!</i>	7
1.17. Purchase of Incidental, Non-Schedule Items	8
1.18. Contractor Commitments, Warranties and Representations	8
1.19. Overseas Activities	8
1.20. Year 2000 Warranty — Commercial Supply Items	8
1.21. Blanket Purchase Agreements (BPAs)	9
1.22. Contractor Team Arrangements	10
2. TERMS AND CONDITIONS APPLICABLE TO IT PROFESSIONAL SERVICES (SPECIAL ITEM NUMBER 132-51)	10
2.1. Scope	10
2.2. Ordering Procedures	10
2.3. Order	15
2.4. Performance of Services	16
2.5. Inspection of Services	16
2.6. Responsibilities of the Contractor	16
2.7. Responsibilities of the Government	16
2.8. Independent Contractor	16
2.9. Organizational Conflicts of Interest	17

2.10. Invoices	17
2.11. Payments	17
2.12. Resumes	18
2.13. Incidental Support Costs	18
2.14. Approval of Subcontracts	18
2.15. Description of IT Services and Pricing	18
3. DESCRIPTION OF SERVICES	19
4. PRICELIST	20
5. LABOR CATEGORY DESCRIPTIONS	21
6. USA COMMITMENT TO PROMOTE SMALL BUSINESS PARTICIPATION PROCUREMENT PROGRAMS	32

1. INFORMATION FOR ORDERING OFFICES

SPECIAL NOTICE TO AGENCIES:

Small Business Participation

SBA strongly supports the participation of small business concerns in the Federal Supply Schedules Program. To enhance small business participation, SBA policy allows agencies to include in their procurement base and goals, the dollar value of orders expected to be placed against the Federal Supply Schedules, and to report accomplishments against these goals.

For orders exceeding the micro-purchase threshold, FAR 8.404 requires agencies to consider the catalogs/pricelists of at least three schedule contractors or consider reasonably available information by using the GSA Advantage!™ on-line shopping service (www.fss.gsa.gov). The catalogs/pricelists, GSA Advantage!™ and the Federal Supply Service Home Page (www.fss.gsa.gov) contains information on a broad array of products and services offered by small business concerns.

This information should be used as a tool to assist ordering activities in meeting or exceeding established small business goals. It should also be used as a tool to assist in including small, small disadvantaged, and women-owned small businesses among those considered when selecting pricelists for a best value determination.

For orders exceeding the micro-purchase threshold, customers are to give preference to small business concerns when two or more items at the same delivered price will satisfy their requirement.

1.1. Geographic Scope of Contract

The geographic scope of this contract is the 48 contiguous states, the District of Columbia, Alaska, Hawaii, and the Commonwealth of Puerto Rico.

1.2. Contractor's Ordering Address and Payment Information

Contractor's Ordering Address:

Tom Curtis
Precise Systems, Inc.
46591 Expedition Drive, Suite 200
Lexington Park, MD 20653
Voice (703) 435-8057
Fax (703) 435-9809

Contractor's Payment Address:

Precise Systems, Inc.
46591 Expedition Drive, Suite 200
Lexington Park, MD 20653

Contractor Identification Number:

Precise Systems, Inc.' Data Universal Numbering System
(DUNS) number is 60-312-4512

Government Commercial Credit Cards will be acceptable for payments equal to or less than the micro-purchase threshold for oral or written delivery orders. Government purchase cards will not be acceptable for payment above the micro-purchase threshold. In addition, bank account information for wire transfer payments will be shown on the invoice.

Ordering agencies may contact the phone number listed above to obtain technical and/or ordering assistance.

1.3. Liability for Injury or Damage

The Contractor shall not be liable for any injury to Government personnel or damage to Government property arising from the use of equipment maintained by the Contractor, unless such injury or damage is due to the fault or negligence of the Contractor.

1.4. Statistical Data for Government Ordering Office Completion of SF 279

Block 9: G. Order/Modification under Federal Schedule GS-35F-0006J
Block 16: Data Universal Numbering System (DUNS) Number: 60-312-4512
Block 30: Type of Contractor - B. Other Small Business
Block 36: Contractor's Taxpayer Identification Number (TIN) 52-1686191

1.4a. CAGE Code: OGM03

1.4b. Contractor has registered with Central Contractor Registration Database.

1.5. FOB

Destination.

1.6. 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	30 Days

b. URGENT REQUIREMENTS: When the Federal Supply Schedule contract delivery period does not meet the bona fide urgent delivery requirements of an ordering agency, agencies 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 agency, 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.

1.7. Discounts

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

a. Government Educational Institutions: Government Education Institutions are offered the same discounts as all other Government customers.

1.8. 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.

1.9. Statement Concerning Availability of Export Packing:

Export packing is available at extra cost outside the scope of this contract.

1.10. Small Requirements:

The minimum dollar value of orders to be issued is \$100.00.

1.11. Maximum Order:

(All dollar amounts are exclusive of any discount for prompt payment.)

a. Special Item Number 132-51 - Information Technology (IT) Professional Services

The maximum dollar value per order for all IT Professional services will be \$500,000.

1.12. Use of Federal Supply Service Information Technology Schedule Contracts In Accordance With FAR 8.404:

Orders placed pursuant to a Multiple Award Schedule (MAS), using the procedures in FAR 8.404, are considered to be issued pursuant to full and open competition. Therefore, when placing orders under Federal Supply Schedules, ordering offices need not seek further competition, synopsise the requirement, make a separate determination of fair and reasonable pricing, or consider small business set-asides in accordance with subpart 19.5. GSA has already determined the prices of items under schedule contracts to be fair and reasonable. By placing an order against a schedule using the procedures outlined below, the ordering office has concluded that the order represents the best value and results in the lowest overall cost alternative (considering price, special features, administrative costs, etc.) to meet the Government's needs.

a. Orders placed at or below the micro-purchase threshold. Ordering offices can place orders at or below the micro-purchase threshold with any Federal Supply Schedule Contractor.

b. Orders exceeding the micro-purchase threshold but not exceeding the maximum order threshold. Orders should be placed with the Schedule Contractor that can provide the supply or service that represents the best value. Before placing an order, ordering offices should consider reasonably available information about the supply or service offered under MAS contracts by using the "GSA Advantage!" on-line shopping service, or by reviewing the catalogs/pricelists of at least three Schedule Contractors and selecting the delivery and other options available under the schedule that meets the agency's needs. In selecting the supply or service representing the best value, the ordering office may consider--

- (1) Special features of the supply or service that are required in effective program performance and that are not provided by a comparable supply or service;
- (2) Trade-in considerations;
- (3) Probable life of the item selected as compared with that of a comparable item;
- (4) Warranty considerations;

- (5) Maintenance availability;
- (6) Past performance; and
- (7) Environmental and energy efficiency considerations.

c. **Orders exceeding the maximum order threshold.** Each schedule contract has an established maximum order threshold. This threshold represents the point where it is advantageous for the ordering office to seek a price reduction. In addition to following the procedures in paragraph b, above, and before placing an order that exceeds the maximum order threshold, ordering offices shall--

- (1) Review additional Schedule Contractors' catalogs/pricelists or use the "GSA Advantage!" on-line shopping service;
- (2) Based upon the initial evaluation, generally seek price reductions from the Schedule Contractor(s) appearing to provide the best value (considering price and other factors); and
- (3) After price reductions have been sought, place the order with the Schedule Contractor that provides the best value and results in the lowest overall cost alternative. If further price reductions are not offered, an order may still be placed, if the ordering office determines that it is appropriate.

NOTE: For orders exceeding the maximum order threshold, the Contractor may:

- (1) Offer a new lower price for this requirement (the Price Reductions clause is not applicable to orders placed over the maximum order in FAR 52.216-19 Order Limitations);
- (2) Offer the lowest price available under the contract; or
- (3) Decline the order (orders must be returned in accordance with FAR 52.216-19).

d. **Blanket purchase agreements (BPAs).** The establishment of Federal Supply Schedule BPAs is permitted when following the ordering procedures in FAR 8.404. All schedule contracts contain BPA provisions. Ordering offices may use BPAs to establish accounts with Contractors to fill recurring requirements. BPAs should address the frequency of ordering and invoicing, discounts, and delivery locations and times.

e. **Price reductions.** In addition to the circumstances outlined in paragraph c, above, there may be instances when ordering offices will find it advantageous to request a price reduction. For example, when the ordering office finds a schedule supply or service elsewhere at a lower price or when a BPA is being established to fill recurring requirements, requesting a price reduction could be advantageous. The potential volume of orders under these agreements, regardless of the size of the individual order, may offer

the ordering office the opportunity to secure greater discounts. Schedule Contractors are not required to pass on to all schedule users a price reduction extended only to an individual agency for a specific order.

f. **Small business.** For orders exceeding the micro-purchase threshold, ordering offices should give preference to the items of small business concerns when two or more items at the same delivered price will satisfy the requirement.

g. **Documentation.** Orders should be documented, at a minimum, by identifying the Contractor the item was purchased from, the item purchased, and the amount paid. If an agency requirement in excess of the micro-purchase threshold is defined so as to require a particular brand name, product, or feature of a product peculiar to one manufacturer, thereby precluding consideration of a product manufactured by another company, the ordering office shall include an explanation in the file as to why the particular brand name, product, or feature is essential to satisfy the agency's needs.

1.13. Federal Information Technology/Telecommunication Standards Requirements:

Federal departments and agencies 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 offices, shall be responded to promptly by the Contractor.

1.13.1 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.

1.13.2 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.

1.14. Security Requirements

In the event security requirements are necessary, the ordering activities may incorporate, in their delivery orders, a security clause in accordance with current laws, regulations, and individual agency policy; however, the burden of administering the security requirements shall be with the ordering agency. If any costs are incurred as a result of the inclusion of security requirements, such costs will not exceed ten percent (10%) or \$100,000, of the total dollar value of the order, whichever is lesser.

1.15. Contract Administration for Ordering Offices

Any ordering office, 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 Government's convenience, and (m) Termination for Cause (See C.1.)

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 (e.g., Microsoft Internet Explorer). The Internet address is <http://www.fss.gsa.gov/>.

1.17. Purchase of Incidental, Non-Schedule Items

For administrative convenience, open market (non-contract) items may be added to a Federal Supply Schedule Blanket Purchase Agreement (BPA) or an individual order, provided that the items are clearly labeled as such on the order, all applicable regulations have been followed, and price reasonableness has been determined by the ordering activity for the open market (non-contract) items.

1.18. 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.

1.19. 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.

Upon request of the Contractor, the Government may provide the Contractor with logistics support, as available, in accordance with all applicable Government regulations. Such Government 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.

1.20. Year 2000 Warranty — Commercial Supply Items

“Year 2000 compliant,” as used in this part, means with respect to information technology, that the information technology accurately processes date/time data, (including, but not limited to, calculating, comparing, and sequencing) from, into, and between the twentieth

and twenty-first centuries, and the years 1999 and 2000 and leap year calculations, to the extent that other information technology, used in combination with the information technology being acquire, properly exchanges date/time data with it.

The Contractor warrants that each hardware, software, and firmware product delivered under this contract shall be able to accurately process date data (including, but not limited to, calculating, comparing, and sequencing) from, into, and between the twentieth and twenty-first centuries, including leap year calculations, when used in accordance with the product documentation provided by the Contractor, provided that all listed or unlisted products (e.g. hardware, software, firmware) used in combination with such listed product properly exchange date data with it. If the contract requires that specific listed products must perform as a system in accordance with the foregoing warranty, then that warranty shall apply to those listed products as a system. The duration of this warranty and the remedies available to the Government for breach of this warranty shall be as defined in, and subject to, the terms and limitations of the Contractor's standard commercial warranty or warranties contained in this contract, provided that notwithstanding any provision to the contrary in such commercial warranty or warranties, the remedies available to the Government under this warranty shall include repair or replacement of any listed product whose non-compliance is discovered and made known to the Contractor in writing within ninety (90) days after acceptance. Nothing in this warranty shall be construed to limit any rights or remedies the Government may otherwise have under this contract with respect to defects other than Year 2000 performance.

1.21. Blanket Purchase Agreements (BPAs)

Federal Acquisition Regulation (FAR) 13.201(a) defines Blanket Purchase Agreements (BPAs) as "...a simplified method of filling anticipated repetitive needs for supplies or services by establishing 'charge accounts' with qualified sources of supply." The use of Blanket Purchase Agreements under the Federal Supply Schedule Program is authorized in accordance with FAR 13.202(c)(3), which reads, in part, as follows:

"BPAs may be established with Federal Supply Schedule Contractors, if not inconsistent with the terms of the applicable schedule contract."

Federal Supply Schedule contracts contain BPA provisions to enable schedule users to maximize their administrative and purchasing savings. This feature permits schedule users to set up "accounts" with Schedule Contractors to fill recurring requirements. These accounts establish a period for the BPA and generally address issues such as the frequency of ordering and invoicing, authorized callers, discounts, delivery locations and times. Agencies may qualify for the best quantity/volume discounts available under the contract, based on the potential volume of business that may be generated through such an agreement, regardless of the size of the individual orders. In addition, agencies may be able to secure a discount higher than that available in the contract based on the aggregate volume of business possible under a BPA. Finally, Contractors may be open to a progressive type of discounting where the discount would increase once the sales accumulated under the BPA reach certain prescribed levels. Use of a BPA may be

particularly useful with the new Maximum Order feature. See the Suggested Format, contained in this Schedule Pricelist, for customers to consider when using this purchasing tool.

1.22. Contractor Team Arrangements

Federal Supply Schedule Contractors may use “Contractor Team Arrangements” (see FAR 9.6) to provide solutions when responding to a customer agency requirements. The policy and procedures outlined in this part will provide more flexibility and allow innovative acquisition methods when using the Federal Supply Schedules. See the additional information regarding Contractor Team Arrangements in this Schedule Pricelist.

2. TERMS AND CONDITIONS APPLICABLE TO INFORMATION TECHNOLOGY (IT) PROFESSIONAL SERVICES (SPECIAL ITEM NUMBER 132-51)

2.1. Scope

- a. The prices, terms and conditions stated under Special Item Number 132-51 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 Government location, as agreed to by the Contractor and the ordering office.

2.2. Ordering Procedures

- a. Procedures for IT professional services priced on GSA schedule at hourly rates.
 - (1) FAR 8.402 contemplates that GSA may occasionally find it necessary to establish special ordering procedures for individual Federal Supply Schedules or for some Special Item Numbers (SINs) within a Schedule. GSA has established special ordering procedures for IT professional services (SIN 132-51) that are priced on schedule at hourly rates. These special ordering procedures which are outlined herein take precedence over the procedures in FAR 8.404.
 - (2) The GSA has determined that the rates for IT professional services contained in this pricelist are fair and reasonable. However, the ordering office using this contract is responsible for considering the level of effort and mix of labor proposed to perform a specific task being ordered and for making a determination that the total firm-fixed price or ceiling price is fair and reasonable.
 - (3) When ordering IT professional services ordering offices shall –

(i) Prepare a Request for Quotation:

- (A) A performance-based statement of work that outlines, at a minimum, the work to be performed, location of work, period of performance, deliverable schedule, applicable standards, acceptance criteria, and any special requirements (i.e., security clearances, travel, special knowledge, etc.) should be prepared.
- (B) A request for quotation should be prepared which includes the performance-based statement of work and requests the contractors submit either a firm-fixed price or a ceiling price to provide the services outlined in the statement of work. A firm-fixed price order shall be requested, unless the ordering office makes a determination that it is not possible at the time of placing the order to estimate accurately the extent or duration of the work or to anticipate cost with any reasonable degree of confidence. When such a determination is made, a labor hour or time-and-materials quotation may be requested. The firm-fixed price shall be based on the hourly rates in the schedule contract and shall consider the mix of labor categories and level of effort required to perform the services described in the statement of work. The firm-fixed price of the order should also include any travel costs or other incidental costs related to performance of the services ordered, unless the order provides for reimbursement of travel costs at the rates provided in the Federal Travel or Joint Travel Regulations. A ceiling price must be established for labor hour and time and material orders.
- (C) The request for quotation may request the contractors, if necessary or appropriate, submit a project plan for performing the task and information on the contractor's experience and/or past performance performing similar tasks.
- (D) The request for quotation shall notify the contractors what basis will be used for selecting the contractor to receive the order. The notice shall include the basis for determining whether the contractors are technically qualified and provide an explanation regarding the intended use of any experience and/or past performance information in determining technical acceptability of responses. If consideration will be limited to schedule contractors who are small business concerns as permitted by paragraph (ii)(A) below, the request for quotations shall notify the contractors that will be the case.

(ii) Transmit the Request for Quotation to Contractors:

- (A) Based upon an initial evaluation of catalogs and pricelists, the ordering office should identify the contractors that appear to offer the best value (considering the scope of services offered, hourly rates and other factors

such as contractors' locations, as appropriate). When buying IT professional services under SIN 132-51 ONLY, the ordering office, at its discretion, may limit consideration to those schedule contractors that are small business concerns. This limitation is not applicable when buying supplies and/or services under other SINs as well as SIN 132-51. The limitation may only be used when at least three (3) small businesses that appear to offer services that will meet the agency's needs are available, if the order is estimated to exceed the micro-purchase threshold.

- (B) The request for quotation should be to three (3) contractors if the proposed order is estimated to exceed the micro-purchase threshold, but not to exceed the maximum order threshold. For proposed orders exceeding the maximum order threshold, the request for quotation should be provided to additional contractors that offer services that will meet the agency's needs. Ordering offices should strive to minimize the contractors' costs associated with responding to requests for quotations for specific orders. Requests should be tailored to the minimum level necessary for adequate evaluation and selection for order placement.

- (iii) Evaluate quotations and select the contractor to receive the order:

After responses have been evaluated against the factors identified in the request for quotation, the order should be placed with the schedule contractor that represents the best value and results in the lowest overall cost alternative (considering price, special qualifications, administrative costs, etc.) to meet the Government's needs.

- (4) The establishment of Federal Supply Schedule Blanket Purchase Agreements (BPAs) for recurring services is permitted when the procedures outlined herein are followed. All BPAs for services must define the services that may be ordered under the BPA, along with delivery or performance time frames, billing procedures, etc. The potential volume of orders under BPAs, regardless of the size of individual orders, may offer the ordering office the opportunity to secure volume discounts. When establishing BPAs ordering offices shall –

- (i) Inform contractors in the request for quotation (based on the agency's requirement) if a single BPA or multiple BPAs will be established, and indicate the basis that will be used for selecting the contractors to be awarded the BPAs.

- (A) SINGLE BPA: Generally, a single BPA should be established when the ordering office can define the tasks to be ordered under the BPA and establish a firm-fixed price or ceiling price for individual tasks or services to be ordered. When this occurs, authorized users may place the order directly under the established BPA when the need for service arises. The schedule contractor that represents the best value and results in the

lowest overall cost alternative to meet the agency's needs should be awarded the BPA.

- (B) MULTIPLE BPAs: When the ordering office determines multiple BPAs are needed to meet its requirements, the ordering office should determine which contractors can meet any technical qualifications before establishing the BPAs. When multiple BPAs are established, the authorized users must follow the procedure in (3)(ii)(B) above, and then place the order with the schedule contractor that represents the best value and results in the lowest overall cost alternative to meet the agency's needs.
- (ii) Review BPAs periodically. Such reviews shall be conducted at least annually. The purpose of the review is to determine whether the BPA still represents the best value (considering price, special qualifications, etc.) and results in the lowest overall cost alternative to meet the agency's needs.
- (5) The ordering office should give preference to small business concerns when two or more contractors can provide the services at the same firm-fixed price or ceiling price.
- (6) When the ordering office's requirement involves both products as well as IT professional services, the ordering office should total the prices for the products and the firm-fixed price for the services and select the contractor that represents the greatest value in terms of meeting the agency's total needs.
- (7) The ordering office, at a minimum, should document orders by identifying the contractor the services were purchased from, the services purchased, and the amount paid. If other than a firm-fixed price order is placed, such documentation should include the basis for the determination to use a labor-hour or time-and-materials order. For agency requirements in excess of the micro-purchase threshold, the order file should document the evaluation of schedule contractors' quotations that formed the basis for the selection of the contractor that received the order and the rationale for any trade-offs made in making the selection.

b. Ordering Procedures for other services available on schedule at fixed prices for specifically defined services or tasks.

Orders placed pursuant to a Multiple Award Schedule (MAS), using the procedures in FAR 8.404, are considered to be issued pursuant to full and open competition. Therefore, when placing orders under Federal Supply Schedules, ordering offices need not seek further competition, synopsise the requirement, make a separate determination of fair and reasonable pricing, or consider small business set-asides in accordance with subpart 19.5. GSA has already determined the prices of items under schedule contracts to be fair and reasonable. By placing an order against a schedule using the procedures outlined

below, the ordering office has concluded that the order represents the best value and results in the lowest overall cost alternative (considering price, special features, administrative costs, etc.) to meet the Government's needs.

- (1) **Orders placed at or below the micro-purchase threshold.** Ordering offices can place orders at or below the micro-purchase threshold with any Federal Supply Schedule Contractor.
- (2) **Orders exceeding the micro-purchase threshold but not exceeding the maximum order threshold.** Orders should be placed with the Schedule Contractor that can provide the supply or service that represents the best value. Before placing an order, ordering offices should consider reasonably available information about the service offered under MAS contracts by using the "GSA Advantage!" on-line shopping service, or by reviewing the catalogs/pricelists of at least three Schedule Contractors and selecting the delivery and other options available under the schedule that meets the agency's needs. In selecting the service representing the best value, the ordering office may consider— (i) special features of the service that are required in effective program performance and that are not provided by a comparable service; and (ii) past performance.
- (3) **Orders exceeding the maximum order threshold.** Each schedule contract has an established maximum order threshold. This threshold represents the point where it is advantageous for the ordering office to seek a price reduction. In addition to following the procedures in paragraph b, above, and before placing an order that exceeds the maximum order threshold, ordering offices shall--
 - (i) Review additional Schedule Contractors' catalogs/pricelists or use the "GSA Advantage!" on-line shopping service;
 - (ii) Based upon the initial evaluation, generally seek price reductions from the Schedule Contractor(s) appearing to provide the best value (considering price and other factors); and
 - (iii) After price reductions have been sought, place the order with the Schedule Contractor that provides the best value and results in the lowest overall cost alternative. If further price reductions are not offered, an order may still be placed, if the ordering office determines that it is appropriate.

NOTE: For orders exceeding the maximum order threshold, the Contractor may:

- (A) Offer a new lower price for this requirement (the Price Reductions clause is not applicable to orders placed over the maximum order in FAR 52.216-19 Order Limitations);
- (B) Offer the lowest price available under the contract; or

- (C) Decline the order (orders must be returned in accordance with FAR 52.216-19).
- (4) Blanket purchase agreements (BPAs).** The establishment of Federal Supply Schedule BPAs is permitted when following the ordering procedures in FAR 8.404. All schedule contracts contain BPA provisions. Ordering offices may use BPAs to establish accounts with Contractors to fill recurring requirements. BPAs should address the frequency of ordering and invoicing, discounts, and delivery locations and times.
- (5) Price reductions.** In addition to the circumstances outlined in paragraph (3), above, there may be instances when ordering offices will find it advantageous to request a price reduction. For example, when the ordering office finds a schedule service elsewhere at a lower price or when a BPA is being established to fill recurring requirements, requesting a price reduction could be advantageous. The potential volume of orders under these agreements, regardless of the size of the individual order, may offer the ordering office the opportunity to secure greater discounts. Schedule Contractors are not required to pass on to all schedule users a price reduction extended only to an individual agency for a specific order.
- (6) Small business.** For orders exceeding the micro-purchase threshold, ordering offices should give preference to the items of small business concerns when two or more items at the same delivered price will satisfy the requirement.
- (7) Documentation.** Orders should be documented, at a minimum, by identifying the Contractor the item was purchased from, the item purchased, and the amount paid. If an agency requirement in excess of the micro-purchase threshold is defined so as to require a particular brand name, product, or feature of a product peculiar to one manufacturer, thereby precluding consideration of a product manufactured by another company, the ordering office shall include an explanation in the file as to why the particular brand name, product, or feature is essential to satisfy the agency's needs.

2.3. 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 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.

2.4. Performance of Services

a. The Contractor shall commence performance of services on the date agreed to by the Contractor and the ordering office.

b. The Contractor agrees to render services only during normal working hours, unless otherwise agreed to by the Contractor and the ordering office.

c. The Agency 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.

2.5. Inspection of Services

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

2.6. Responsibilities of the Contractor

The Contractor shall comply with all laws, ordinances, and regulations (Federal, State, City, or otherwise) covering work of this character.

2.7. Responsibilities of the Government

Subject to security regulations, the ordering office shall permit Contractor access to all facilities necessary to perform the requisite IT Services.

2.8. 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 Government.

2.9. Organizational Conflicts of Interest

a. Definitions.

“Contractor” means the person, firm, un-incorporated 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 Government contract, without some restriction on 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 Government, ordering offices may place restrictions on the Contractor, 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.

2.10. Invoices

The Contractor, upon completion of the work ordered, shall submit invoices for IT services. Progress payments may be authorized by the ordering office 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.

2.11. Payments

For firm-fixed price orders the Government 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 (Alternate I (APR 1984)) at FAR 52.232-7 applies to time-and-materials orders placed under this contract. For labor-hour orders, the Payment under Time-and-Materials and

Labor-Hour Contracts (FEB 1997) (Alternate II (JAN 1986)) at FAR 52.232-7 applies to labor-hour orders placed under this contract.

2.12. Resumes

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

2.13. Incidental Support Costs

Incidental support costs are available outside the scope of this contract. The costs will be negotiated separately with the ordering agency in accordance with the guidelines set forth in the FAR.

2.14. 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.

2.15. Description of IT Services and Pricing

a. The Contractor shall provide a description of each type of IT Service offered under Special Item Numbers 132-51. IT Services should be presented in the same manner as the Contractor sells to its commercial and other Government customers. If the Contractor is proposing hourly rates, a description of all corresponding commercial job titles (labor categories) for those individuals who will perform the service should be provided.

b. Pricing for all IT Services shall be in accordance with the Contractor's customary commercial practices; e.g., hourly rates, monthly rates, term rates, and/or fixed prices. The following is an **example** of the manner in which the description of a commercial job title should be presented:

EXAMPLE:

Commercial Job Title: System Engineer

Minimum/General Experience: Three (3) years of technical experience which applies to systems analysis and design techniques for complex computer systems. Requires competence in all phases of systems analysis techniques, concepts and methods; also requires knowledge of available hardware, system software, input/output devices, and structure and management practices.

Functional Responsibility: Guides users in formulating requirements, advises alternative approaches, and conducts feasibility studies.

Minimum Education: Bachelor's Degree in Computer Science

3. Description of Services

Precise Systems is a veteran-owned small business headquartered in Lexington Park, MD. We are well qualified and uniquely positioned to provide information technology (IT), program management and engineering services to our customers. These services are Precise Systems' core strengths and we have provided high quality program support to the Naval Air Systems Command (NAVAIR), Headquarters Marine Corps (HQMC), Chief of Naval Operations (CNO), Secretary of the Army, Naval Air Warfare Center Aircraft Division, and the Naval Air Warfare Center Weapons Division since 1990.

Information Technology Experience. Information Technologies are Precise Systems' core enablers to achieve successful projects and operations. Our team of highly skilled professionals has a proven record of designing elegant network architectures that take full advantage of leading-edge hardware and software components to meet systems engineering, program, acquisition, and customer goals. By combining the right information technologies with skilled business practices and a deep understanding of the change management process, Precise is able to provide its customers efficient and cost-effective IT solutions that meet their real needs. Our team's combination of Government and industry professionals provides a rich understanding of the unique needs associated with large-scale, complex IT projects. Precise Systems' technical capabilities encompass Information Systems (IS) development, Information Assurance (IA), and Information Technology (IT). We have implemented Integrated Digital Environments (IDEs) that provide web portals for data exchanges between NAVAIR, the fleet, and industry partners.

Engineering Experience. Precise Systems provides a myriad of engineering services to our customers such as systems engineering, architectural design, requirements management, hardware and software development support, aircraft ground and flight testing support, information technology, information security, information assurance, technical data tracking and review, technical program metrics, and risk management. We are experienced in evaluating technology alternatives, developing alternative conceptual system designs, developing detailed operational concepts, planning for development programs, preparing required documentation, evaluating mission planning requirements, performing operational analyses of mission scenarios, performing analysis of hardware and software integration, and determining test and evaluation requirements.

Program Management Experience. Precise Systems' program management services include: financial management (planning, programming, budgeting, execution and reporting); risk management; technical performance monitoring of prime weapon system and subsystem developers; earned value management; acquisition analysis and reporting (e.g., Defense Acquisition Executive Summaries and Selected Acquisition Reports); program metrics development and tracking; configuration management; data management; and total ownership cost analyses, preparing briefings, preparing management reports, CDRL tracking, action item tracking, and workforce shaping.

4. Pricelist

**AUTHORIZED FEDERAL SUPPLY SERVICE
INFORMATION TECHNOLOGY SCHEDULE PRICELIST
GENERAL PURPOSE COMMERCIAL
INFORMATION TECHNOLOGY SERVICES
Special Item Number 132-51**

ITEM NO.	LABOR CATEGORIES	HOURLY RATE
0001	Administrative Assistant I	\$34.30
0002	Administrative Assistant II	\$39.31
0003	Administrative Assistant III	\$44.56
0004	Analyst I	\$41.27
0005	Analyst II	\$55.68
0006	Analyst III	\$82.54
0007	Configuration Management Analyst I	\$49.14
0008	Configuration Management Analyst II	\$81.56
0009	Configuration Management Analyst III	\$86.46
0010	Database Administrator III	\$114.98
0011	Facilities Management Analyst II	\$49.14
0012	Facilities Management Analyst III	\$61.65
0013	Help Desk Support Specialist I	\$38.26
0014	Help Desk Support Specialist II	\$46.52
0015	Help Desk Support Specialist III	\$56.99
0016	Information Assurance Analyst II	\$98.99
0017	Information Assurance Analyst III	\$122.85
0018	Production Engineer III	\$122.85
0019	Program Manager I	\$137.58
0020	Project Analyst I	\$51.10
0021	Project Analyst II	\$72.22
0022	Project Analyst III	\$122.85
0023	Project Manager I	\$79.72
0024	Project Manager II	\$132.66
0025	Security Systems Analyst I	\$39.31
0026	Security Systems Analyst II	\$49.06
0027	Security Systems Analyst III	\$83.52
0028	Software Engineer I	\$44.21
0029	Software Engineer II	\$71.26
0030	Software Engineer III	\$95.31
0031	Systems Administrator I	\$81.56
0032	Systems Administrator II	\$91.29
0033	Systems Administrator III	\$108.10
0034	Systems Analyst I	\$46.20
0035	Systems Analyst II	\$65.21
0036	Systems Analyst III	\$91.59
0037	Systems Engineer I	\$73.71
0038	Systems Engineer II	\$98.28
0039	Systems Engineer III	\$108.09

5. Labor Category Descriptions

**AUTHORIZED FEDERAL SUPPLY SERVICE
INFORMATION TECHNOLOGY SCHEDULE PRICELIST
GENERAL PURPOSE COMMERCIAL
INFORMATION TECHNOLOGY SERVICES
LABOR CATEGORY DESCRIPTIONS
SPECIAL ITEM NUMBER 132-51**

Item Number 0001 Administrative Assistant I

Minimum General Experience: Entry level professional duties performing administrative functions.

Functional Responsibility: Performs a broad variety of moderately complex administrative duties with proficiency in computer applications such as Microsoft Word, Excel and PowerPoint.

Minimum Education: High School Diploma or equivalent.

Item Number 0002 Administrative Assistant II

Minimum General Experience: Three (3) years of experience performing administrative duties.

Functional Responsibility: Performs a broad variety of moderately complex administrative duties with proficiency in computer applications such as Microsoft Word, Excel and PowerPoint.

Minimum Education: High School Diploma or equivalent.

Item Number 0003 Administrative Assistant III

Minimum General Experience: Six (6) years of experience performing administrative duties.

Functional Responsibility: Performs a broad variety of moderately complex administrative duties with proficiency in computer applications such as Microsoft Word, Excel and PowerPoint.

Minimum Education: High School Diploma or equivalent.

(*) Experience and/or professional certification may be considered as a substitute for degree; an advanced degree and/or professional certification may be considered as a substitute for experience.

Item Number 0004 Analyst I

Minimum General Experience: Entry level professional duties providing analysis support.

Functional Responsibility: Assists with gathering facts, analyzing data, and preparing project synopsis. Performs research and prepares technical reports for use by engineering, scientific, operational, or management personnel. Compares alternatives, recommends actions, and prepares specifications.

Minimum Education: Bachelor's Degree from an accredited university (*).

Item Number 0005 Analyst II

Minimum General Experience: Three (3) years experience providing analysis support.

Functional Responsibility: Leads with gathering facts, analyzing data, and preparing project synopsis. Performs research and prepares technical reports for use by engineering, scientific, operational, or management personnel. Compares alternatives, recommends actions, and prepares specifications.

Minimum Education: Bachelor's Degree from an accredited university (*).

Item Number 0006 Analyst III

General Experience: Six (6) years experience providing analysis support.

Functional Responsibility: Oversees the gathering of facts, analyzing data, and preparing project synopsis. Performs research and prepares technical reports for use by engineering, scientific, operational, or management personnel. Compares alternatives, recommends actions, and prepares specifications.

Minimum Education: Bachelor's Degree from an accredited university (*).

Item Number 0007 Configuration Management Analyst I

Minimum General Experience: Entry level professional duties coordinating IT related configuration documentation.

Functional Responsibility: Assists with routine configuration management analysis to include logging, tracking and maintaining status of change proposals. Drafts, reviews and develops configuration management data products.

Minimum Education: Bachelor's Degree from an accredited university (*).

(*) Experience and/or professional certification may be considered as a substitute for degree; an advanced degree and/or professional certification may be considered as a substitute for experience.

Item Number 0008 Configuration Management Analyst II

Minimum General Experience: Three (3) years of experience coordinating IT related configuration documentation.

Functional Responsibility: Performs configuration management analysis to include logging, tracking and maintaining status of change proposals. Drafts, reviews and develops configuration management data products.

Minimum Education: Bachelor's Degree from an accredited university (*).

Item Number 0009 Configuration Management Analyst III

Minimum General Experience: Six (6) years of experience coordinating IT related configuration documentation.

Functional Responsibility: Oversees and performs configuration management analysis to include logging, tracking and maintaining status of change proposals. Drafts, reviews and develops configuration management data products.

Minimum Education: Bachelor's Degree from an accredited university (*).

Item Number 0010 Database Administrator III

Minimum General Experience: Six (6) years of experience performing database administration.

Functional Responsibility: Performs assignments in accordance with database administration guidelines, standards and procedures for applications development, implementation, testing, and migration. Provides support to software development and maintenance teams by performing database analysis, design, and software evaluation. Reviews master files and various support tools for accuracy and completeness of data.

Minimum Education: Bachelor's Degree from an accredited university (*).

Item Number 0011 Facilities Management Analyst II

Minimum General Experience: Five (5) years of experience managing facility issues.

Functional Responsibility: Maintains functional availability and operation of properties and furnishings to ensure a professional and efficient work environment. Schedules and plans office moves, rearrangements and facility modifications, to include moving phones, computers, and possessions. Supervise vendors providing preventative or remedial maintenance.

Minimum Education: High School Diploma or equivalent.

(*) Experience and/or professional certification may be considered as a substitute for degree; an advanced degree and/or professional certification may be considered as a substitute for experience.

Item Number 0012 Facilities Management Analyst III

Minimum General Experience: Eight (8) years of experience managing facility issues.

Functional Responsibility: Oversees and maintains functional availability and operation of properties and furnishings to ensure a professional and efficient work environment. Schedules and plans office moves, rearrangements and facility modifications, to include moving phones, computers, and possessions. Supervise vendors providing preventative or remedial maintenance.

Minimum Education: High School Diploma or equivalent.

Item Number 0013 Help Desk Support Specialist I

Minimum General Experience: Entry level professional duties performing IT help desk support functions.

Functional Responsibility: Provides support to end users on a variety of issues. Identifies, researches, and resolves technical problems. Responds to telephone calls, emails, and personnel requests for technical support. Documents, tracks and monitors the problem to ensure timely resolution.

Minimum Education: High School Diploma or equivalent.

Item Number 0014 Help Desk Support Specialist II

Minimum General Experience: Three (3) years of experience performing IT help desk support functions.

Functional Responsibility: Provides support to end users on a variety of issues. Identifies, researches, and resolves technical problems. Responds to telephone calls, emails, and personnel requests for technical support. Documents, tracks and monitors the problem to ensure timely resolution.

Minimum Education: High School Diploma or equivalent.

Item Number 0015 Help Desk Support Specialist III

Minimum General Experience: Six (6) years of experience performing IT help desk support functions.

Functional Responsibility: Oversees support to end users on a variety of issues. Identifies, researches, and resolves technical problems. Responds to telephone calls, emails, and personnel requests for technical support. Documents, tracks and monitors the problem to ensure timely resolution.

Minimum Education: High School Diploma or equivalent.

(*) Experience and/or professional certification may be considered as a substitute for degree; an advanced degree and/or professional certification may be considered as a substitute for experience.

Item Number 0016 Information Assurance Analyst II

Minimum General Experience: Three (3) years of experience developing and implementing information security standards.

Functional Responsibility: Ensures information systems are functional and secure and meet client IA requirements and policies. Reviews program documentation, processes, and procedures for inclusion of IA requirements. Defines security requirements, responsibilities, and controls for clients' automated information systems, and provides processes for maintaining and enforcing security of systems, networks, and applications.

Minimum Education: Bachelor's Degree from an accredited university (*).

Item Number 0017 Information Assurance Analyst III

Minimum General Experience: Six (6) years of experience developing and implementing information security standards.

Functional Responsibility: Oversees and ensures information systems are functional and secure and meet client IA requirements and policies. Reviews program documentation, processes, and procedures for inclusion of IA requirements. Defines security requirements, responsibilities, and controls for clients' automated information systems, and provides processes for maintaining and enforcing security of systems, networks, and applications.

Minimum Education: Bachelor's Degree from an accredited university (*).

Item Number 0018 Production Engineer III

Minimum General Experience: Six (6) years of experience analyzing production and maintenance systems.

Functional Responsibility: Reviews and analyzes production processes, fixtures, tools, and process documentation. Performs complex cost analysis and monitors implementation schedules for production processes. Reviews test production data, prepares technical analysis and recommends production methods and processes required to meet design.

Minimum Education: Bachelor's Degree from an accredited university (*).

(*) Experience and/or professional certification may be considered as a substitute for degree; an advanced degree and/or professional certification may be considered as a substitute for experience.

Item Number 0019 Program Manager I

Minimum General Experience: Six (6) years of experience managing information system programs.

Functional Responsibility: Provides overall management, technical guidance, and interfaces with Government program manager. Manages multiple projects and tasks that involve the analysis, design, implementation and/or operation of information systems. Responsible for deliverable quality and integrity of the final work product on large information system programs.

Minimum Education: Bachelor's Degree from an accredited university (*).

Item Number 0020 Project Analyst I

Minimum General Experience: Entry level professional duties to performing project analysis.

Functional Responsibility: Assists with project support for budget, acquisition, management, and/or IT issues. Assists with project execution and coordinates resolution of project problems with appropriate personnel. Recommends and implements corrective action. Adapts operational and test approaches successfully used in precedent systems.

Minimum Education: Bachelor's Degree from an accredited university (*).

Item Number 0021 Project Analyst II

Minimum General Experience: Three (3) years experience performing project analysis.

Functional Responsibility: Oversees project support for budget, acquisition, management and/or IT issues. Assists with project execution and coordinates resolution of project problems with appropriate personnel. Recommends and implements corrective action. Adapts operational and test approaches successfully used in precedent systems.

Minimum Education: Bachelor's Degree from an accredited university (*).

Item Number 0022 Project Analyst III

General Experience: Six (6) years experience performing project analysis of information technology programs.

Functional Responsibility: Leads project support for budget, acquisition, management and/or IT issues. Assists with project execution and coordinates resolution of project problems with appropriate personnel. Recommends and implements corrective action. Adapts operational and test approaches successfully used in precedent systems.

Minimum Education: Bachelor's Degree from an accredited university (*).

(*) Experience and/or professional certification may be considered as a substitute for degree; an advanced degree and/or professional certification may be considered as a substitute for experience.

Item Number 0023 Project Manager I

Minimum General Experience: Three (3) years of experience managing information system projects.

Functional Responsibility: Provides management and technical guidance, establishes project budget and milestones, monitors adherence to budget and schedule, and interfaces with the Government Project Manager. Directs the work of employees assigned to the project and is responsible for deliverable quality of information system projects.

Minimum Education: Bachelor's Degree from an accredited university (*).

Item Number 0024 Project Manager II

Minimum General Experience: Six (6) years of experience managing information system projects.

Functional Responsibility: Provides management and technical guidance, establishes project budget and milestones, monitors adherence to budget and schedule, and interfaces with the Government Project Manager. Directs the work of employees assigned to the project and is responsible for deliverable quality of information system projects.

Minimum Education: Bachelor's Degree from an accredited university (*).

Item Number 0025 Security Systems Analyst I

Minimum General Experience: Entry level professional duties performing security services.

Functional Responsibility: Assists in the operation of multiple computer systems, conducts roving patrols, and is responsible for freight delivery inspections, Foreign Object Debris (FOD) inspections, Closed Circuit Television (CCT) monitoring, and quick decision making in accordance with government regulations.

Minimum Education: High School Diploma or equivalent.

Item Number 0026 Security Systems Analyst II

Minimum General Experience: Two (2) years of experience performing security services.

Functional Responsibility: Leads in operation of multiple computer systems, conducts roving patrols, and is responsible for freight delivery inspections, Foreign Object Debris (FOD) inspections, Closed Circuit Television (CCT) monitoring, and quick decision making in accordance with government regulations.

Minimum Education: High School Diploma or equivalent.

(*) Experience and/or professional certification may be considered as a substitute for degree; an advanced degree and/or professional certification may be considered as a substitute for experience.

Item Number 0027 Security Systems Analyst III

Minimum General Experience: Four (4) years of experience performing security services.

Functional Responsibility: Oversees operation of multiple computer systems, conducts roving patrols, and is responsible for freight delivery inspections, Foreign Object Debris (FOD) inspections, Closed Circuit Television (CCT) monitoring, and quick decision making in accordance with government regulations.

Minimum Education: High School Diploma or equivalent.

Item Number 0028 Software Engineer I

Minimum General Experience: Entry level professional duties providing computer system analysis, engineering or software.

Functional Responsibility: Assists in the design and development of systems and applications operating in a stand-alone and/or networked-configured environment. Performs requirements analysis, design development, coding, testing, implementation, and documentation for systems and applications.

Minimum Education: Bachelor's Degree from an accredited university (*).

Item Number 0029 Software Engineer II

Minimum General Experience: Three (3) years experience providing computer system analysis, engineering, or software.

Functional Responsibility: Designs and develops systems and applications operating in a stand-alone and/or networked-configured environment. Performs requirements analysis, design development, coding, testing, implementation, and documentation for systems and applications.

Minimum Education: Bachelor's Degree from an accredited university (*).

Item Number 0030 Software Engineer III

Minimum General Experience: Six (6) years experience providing computer system analysis, engineering, or software.

Functional Responsibility: Leads in the design and development of systems and applications operating in a stand-alone and/or networked-configured environment. Performs requirements analysis, design development, coding, testing, implementation, and documentation for systems and applications.

Minimum Education: Bachelor's Degree from an accredited university (*).

(*) Experience and/or professional certification may be considered as a substitute for degree; an advanced degree and/or professional certification may be considered as a substitute for experience.

Item Number 0031 Systems Administrator I

Minimum General Experience: Entry level professional duties providing system administration support.

Functional Responsibility: Provides technical support, software troubleshooting, email and network connectivity. Resolves hardware problems and ensures software and operating system compatibilities. Manages and provides Tier 2 helpdesk support and performs remote software/patch installation, and centralized PC management.

Minimum Education: Bachelor's Degree from an accredited university (*).

Item Number 0032 Systems Administrator II

Minimum General Experience: Three (3) years experience providing system administration support.

Functional Responsibility: Provides technical support, software troubleshooting, email and network connectivity. Resolves hardware problems and ensures software and operating system compatibilities. Manages and provides Tier 2 helpdesk support and performs remote software/patch installation, and centralized PC management.

Minimum Education: Bachelor's Degree from an accredited university (*).

Item Number 0033 Systems Administrator III

Minimum General Experience: Six (6) years experience providing system administration support.

Functional Responsibility: Provides technical support, software troubleshooting, email and network connectivity. Resolves hardware problems and ensures software and operating system compatibilities. Manages and provides Tier 2 helpdesk support and performs remote software/patch installation, and centralized PC management.

Minimum Education: Bachelor's Degree from an accredited university (*).

(*) Experience and/or professional certification may be considered as a substitute for degree; an advanced degree and/or professional certification may be considered as a substitute for experience.

Item Number 0034 Systems Analyst I

Minimum General Experience: Entry level professional duties to perform analysis of information systems.

Functional Responsibility: Assist with systems analysis, software design, software development and database administration. Utilize knowledge of quality assurance, quality control, and independent verification and validation techniques. Researches data and develops analytical techniques and methodologies. Possesses knowledge of acquisition practices required to design, develop, integrate, test and manufacture a major system.

Minimum Education: Bachelor's Degree from an accredited university (*).

Item Number 0035 Systems Analyst II

Minimum General Experience: Three (3) years experience performing analysis of information systems.

Functional Responsibility: Performs systems analysis, software design, software development and database administration. Utilize knowledge of quality assurance, quality control, and independent verification and validation techniques. Researches data and develops analytical techniques and methodologies. Possesses knowledge of acquisition practices required to design, develop, integrate, test and manufacture a major system.

Minimum Education: Bachelor's Degree from an accredited university (*).

Item Number 0036 Systems Analyst III

Minimum General Experience: Six (6) years experience performing analysis of information systems.

Functional Responsibility: Lead systems analysis, software design, software development and database administration. Utilize knowledge of quality assurance, quality control, and independent verification and validation techniques. Researches data and develops analytical techniques and methodologies. Possesses knowledge of acquisition practices required to design, develop, integrate, test and manufacture a major system.

Minimum Education: Bachelor's Degree from an accredited university (*).

(*) Experience and/or professional certification may be considered as a substitute for degree; an advanced degree and/or professional certification may be considered as a substitute for experience.

Item Number 0037 Systems Engineer I

Minimum General Experience: Entry level professional duties providing systems engineering support.

Functional Responsibility: Performs a variety of technical planning, system integration, verification and validation, cost and risk, and supportability and effectiveness analyses for total systems. Analyses are performed within the total system to include concept, design, fabrication, test, installation, operation, maintenance, and disposal.

Minimum Education: Bachelor's Degree from an accredited university (*).

Item Number 0038 Systems Engineer II

Minimum General Experience: Three (3) years of experience providing systems engineering support.

Functional Responsibility: Performs a variety of technical planning, system integration, verification and validation, cost and risk, and supportability and effectiveness analyses for total systems. Analyses are performed within the total system to include concept, design, fabrication, test, installation, operation, maintenance, and disposal.

Minimum Education: Bachelor's Degree from an accredited university (*).

Item Number 0039 Systems Engineer III

Minimum General Experience: Six (6) years of experience providing systems engineering support.

Functional Responsibility: Performs a variety of technical planning, system integration, verification and validation, cost and risk, and supportability and effectiveness analyses for total systems. Analyses are performed within the total system to include concept, design, fabrication, test, installation, operation, maintenance, and disposal.

Minimum Education: Bachelor's Degree from an accredited university (*).

(*) Experience and/or professional certification may be considered as a substitute for degree; an advanced degree and/or professional certification may be considered as a substitute for experience.

6. USA COMMITMENT TO PROMOTE SMALL BUSINESS PARTICIPATION PROCUREMENT PROGRAMS

PREAMBLE

Precise Systems, Inc. is a veteran owned small business which provides commercial products and services to the Federal Government. 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 Federal Government contracts. To accelerate potential opportunities please contact:

Tom Curtis
703-435-8057

E-mail address: Tom.Curtis@goprecise.com