



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

Special Item No. 132-51 Information Technology Professional Services

Note: Contractor has been awarded under the cooperative purchasing and disaster recovery programs.

**SIN 132-51 - INFORMATION TECHNOLOGY (IT) PROFESSIONAL SERVICES**

FPDS Code D301	IT Facility Operation and Maintenance
FPDS Code D302	IT Systems Development Services
FPDS Code D306	IT Systems Analysis Services
FPDS Code D307	Automated Information Systems Design and Integration Services
FPDS Code D308	Programming Services
FPDS Code D311	IT Data Conversion Services
FPDS Code D316	IT Network Management Services
FPDS Code D399	Other Information Technology Services, Not Elsewhere Classified

**Note 1:** All non-professional labor categories must be incidental to and used solely to support hardware, software and/or professional services, and cannot be purchased separately.

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

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

***W R Systems, Ltd.***

10680 Main Street, Suite 300

Fairfax, VA 22030-3806

(703) 934-0200

FAX: (703) 934-0203

[www.wrsystems.com](http://www.wrsystems.com)

Contract Number: **GS-35F-4642G**

Period Covered by Contract: **May 30, 1997 through May 29, 2012**

General Services Administration  
Federal Supply Service

**Pricelist current through Modification #A095, dated July 26, 2010.**

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

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**INFORMATION FOR ORDERING OFFICES  
APPLICABLE TO ALL SPECIAL ITEM NUMBERS**

***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 micropurchase 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) contain 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 micropurchase 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. Geographic Scope of Contract:**

*Domestic delivery* is delivery within the 48 contiguous states, Alaska, Hawaii, Puerto Rico, Washington, DC, and U.S. Territories. Domestic delivery also includes a port or consolidation point, within the aforementioned areas, for orders received from overseas activities.

*Overseas delivery* is delivery to points outside of the 48 contiguous states, Washington, DC, Alaska, Hawaii, Puerto Rico, and U.S. Territories.

Offerors are requested to check one of the following boxes:

- The Geographic Scope of Contract will be domestic and overseas delivery.
- The Geographic Scope of Contract will be overseas delivery only.
- The Geographic Scope of Contract will be domestic delivery only.

**2. Contractor's Ordering Address and Payment Information:**

W R SYSTEMS, LTD.  
10680 MAIN STREET, SUITE 300  
FAIRFAX, VA 22030-3806  
703-934-0200

**Contractor's Service Area: All Government Locations within the scope of the contract.**

Contractors are required to accept the Government purchase card for payments equal to or less than the micro-purchase threshold for oral or written delivery orders. Government purchase **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 numbers can be used by ordering agencies to obtain technical and/or ordering assistance:

**Phone: 703-934-0200**  
**Fax: 703-934-0203**

**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.

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

Block 9: G. Order/Modification Under Federal Schedule

Block 16: Data Universal Numbering System (DUNS) Number: **15-399-6848**

Block 30: Type of Contractor – **C. Large Business**

Block 31: Woman-Owned Small Business - **NO**

Block 36: Contractor's Taxpayer Identification Number (TIN): **13-3174154**

**4a.** CAGE Code: **01CJ4**

**4b.** Contractor **has** registered with the Central Contractor Registration Database.

**5. FOB DESTINATION**

**6. DELIVERY SCHEDULE**

a. TIME OF DELIVERY: The Contractor shall deliver to destination within the number of calendar days after receipt of order (ARO), as set forth below:

SPECIAL ITEM NUMBER	DELIVERY TIME (Days ARO)
<u>132-51</u>	<u>1-60</u> Days*

\*Or as negotiated between the Contractor and the Ordering Agency

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

**7. DISCOUNTS: Prices shown are NET Prices; Basic Discounts have been deducted.**

a. Prompt Payment: 0%-30 days: from receipt of invoice on date of acceptance, whichever is later.

b. Quantity: None

c. Dollar Volume: None

d. Government Educational Institutions are offered the same discounts as all other GSA customers.

**8. TRADE AGREEMENTS ACT OF 1979, AS AMENDED:**

All items are U.S. made end products, designated country end products, Caribbean Basin country end products, Canadian end products, or Mexican end products as defined in the Trade Agreements Act of 1979, as amended.

**9. STATEMENT CONCERNING AVAILABILITY OF EXPORT PACKING: N/A**

**10. SMALL REQUIREMENTS:** The minimum dollar value of orders to be issued is \$100.

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

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

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

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

Ordering activities shall use the ordering procedures of Federal Acquisition Regulation (FAR) 8.405 when placing an order or establishing a BPA for supplies or services. These procedures apply to all schedules.

- a. FAR 8.405-1 Ordering procedures for supplies, and services not requiring a statement of work.
- b. FAR 8.405-2 Ordering procedures for services requiring a statement of work.

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

Ordering activities acquiring products from this Schedule must comply with the provisions of the Federal Standards Program, as appropriate (reference: NIST Federal Standards Index). Inquiries to determine whether or not specific products listed herein comply with Federal Information Processing Standards (FIPS) or Federal Telecommunication Standards (FED-STDS), which are cited by ordering activities, shall be responded to promptly by the Contractor.

**13.1 FEDERAL INFORMATION PROCESSING STANDARDS PUBLICATIONS (FIPS PUBS)**

Information Technology products under this Schedule that do not conform to Federal Information Processing Standards (FIPS) should not be acquired unless a waiver has been granted in accordance with the applicable "FIPS Publication." Federal Information Processing Standards Publications (FIPS PUBS) are issued by the U.S. Department of Commerce, National Institute of Standards and Technology (NIST), pursuant to National Security Act. Information concerning their availability and applicability should be obtained from the National Technical Information Service (NTIS), 5285 Port Royal Road, Springfield, Virginia 22161. FIPS PUBS include voluntary standards when these are adopted for Federal use. Individual orders for FIPS PUBS should be referred to the NTIS Sales Office, and orders for subscription service should be referred to the NTIS Subscription Officer, both at the above address, or telephone number (703) 487-4650.

**13.2 FEDERAL TELECOMMUNICATION STANDARDS (FED-STDS)**

Telecommunication products under this Schedule that do not conform to Federal Telecommunication Standards (FED-STDS) should not be acquired unless a waiver has been granted in accordance with the applicable "FED-STD." Federal Telecommunication Standards are issued by the U.S. Department of Commerce, National Institute of Standards and Technology (NIST), pursuant to National Security Act. Ordering information and information concerning the availability of FED-STDS should be obtained from the GSA, Federal Supply Service, Specification Section, 470 East L'Enfant Plaza, Suite 8100, SW, Washington, DC 20407, telephone number (202)619-8925. Please include a self-addressed mailing label when requesting information by mail. Information concerning their applicability can be obtained by writing or calling the U.S. Department of Commerce, National Institute of Standards and Technology, Gaithersburg, MD 20899, telephone number (301)975-2833.

**14. CONTRACTOR TASKS / SPECIAL REQUIREMENTS (C-FSS-370) (NOV 2001)**

- (a) Security Clearances: The Contractor may be required to obtain/possess varying levels of security clearances in the performance of orders issued under this contract. All costs associated with obtaining/possessing such security clearances should be factored into the price offered under the Multiple Award Schedule.
- (b) Travel: The Contractor may be required to travel in performance of orders issued under this contract. Allowable travel and per diem charges are governed by Pub .L. 99-234 and FAR Part 31, and are reimbursable by the ordering agency or can be priced as a fixed price item on orders placed under the Multiple Award Schedule. The Industrial Funding Fee does NOT apply to travel and per diem charges. (NOTE: Refer to FAR Part 31.205-46 Travel Costs, for allowable costs that pertain to official company business travel in regards to this contract.)

- (c) **Certifications, Licenses and Accreditations:** As a commercial practice, the Contractor may be required to obtain/possess any variety of certifications, licenses and accreditations for specific FSC/service code classifications offered. All costs associated with obtaining/ possessing such certifications, licenses and accreditations should be factored into the price offered under the Multiple Award Schedule program.
- (d) **Insurance:** As a commercial practice, the Contractor may be required to obtain/possess insurance coverage for specific FSC/service code classifications offered. All costs associated with obtaining/possessing such insurance should be factored into the price offered under the Multiple Award Schedule program.
- (e) **Personnel:** The Contractor may be required to provide key personnel, resumes or skill category descriptions in the performance of orders issued under this contract. Ordering activities may require agency approval of additions or replacements to key personnel.
- (f) **Organizational Conflicts of Interest:** Where there may be an organizational conflict of interest as determined by the ordering agency, the Contractor's participation in such order may be restricted in accordance with FAR Part 9.5.
- (g) **Documentation/Standards:** The Contractor may be requested to provide products or services in accordance with rules, regulations, OMB orders, standards and documentation as specified by the agency's order.
- (h) **Data/Deliverable Requirements:** Any required data/deliverables at the ordering level will be as specified or negotiated in the agency's order.
- (i) **Government-Furnished Property:** As specified by the agency's order, the Government may provide property, equipment, materials or resources as necessary.
- (j) **Availability of Funds:** Many Government agencies' operating funds are appropriated for a specific fiscal year. Funds may not be presently available for any orders placed under the contract or any option year. The Government's obligation on orders placed under this contract is contingent upon the availability of appropriated funds from which payment for ordering purposes can be made. No legal liability on the part of the Government for any payment may arise until funds are available to the ordering Contracting Officer.
- (k) **Overtime:** For professional services, the labor rates in the Schedule should not vary by virtue of the Contractor having worked overtime. For services applicable to the Service Contract Act (as identified in the Schedule), the labor rates in the Schedule will vary as governed by labor laws (usually assessed a time and a half of the labor rate).

**15. CONTRACT ADMINISTRATION FOR ORDERING ACTIVITIES**

Any ordering activity, with respect to any one or more delivery orders placed by it under this contract, may exercise the same rights of termination as might the GSA Contracting Officer under provisions of FAR 52.212-4, paragraphs (l) Termination for the ordering activity's convenience, and (m) Termination for Cause (See C.1.)

**16. GSA Advantage!**

GSA Advantage! is an on-line, interactive electronic information and ordering system that provides on-line access to vendors' schedule prices with ordering information. GSA Advantage! will allow the user to perform various searches across all contracts including, but not limited to:

- (1) Manufacturer;
- (2) Manufacturer's Part Number; and
- (3) Product categories.

Agencies can browse GSA Advantage! by accessing the Internet World Wide Web utilizing a browser (ex.: NetScape). The Internet address is <http://www.fss.gsa.gov/>.

**17. PURCHASE OF OPEN MARKET ITEMS**

NOTE: Open Market Items are also known as incidental items, noncontract items, non-Schedule items, and items not on a Federal Supply Schedule contract. ODCs (Other Direct Costs) are not part of this contract and should be treated as open market purchases. Ordering Activities procuring open market items must follow FAR 8.402(f).

For administrative convenience, an ordering activity contracting officer may add items not on the Federal Supply Multiple Award Schedule (MAS) -- referred to as open market items -- to a Federal Supply Schedule blanket purchase agreement (BPA) or an individual task or delivery order, **only if-**

- (1) All applicable acquisition regulations pertaining to the purchase of the items not on the Federal Supply Schedule have been followed (e.g., publicizing (Part 5), competition requirements (Part 6), acquisition of commercial items (Part 12), contracting methods (Parts 13, 14, and 15), and small business programs (Part 19));
- (2) The ordering activity contracting officer has determined the price for the items not on the Federal Supply Schedule is fair and reasonable;
- (3) The items are clearly labeled on the order as items not on the Federal Supply Schedule; and
- (4) All clauses applicable to items not on the Federal Supply Schedule are included in the order.

**18. CONTRACTOR COMMITMENTS, WARRANTIES AND REPRESENTATIONS**

a. For the purpose of this contract, commitments, warranties and representations include, in addition to those agreed to for the entire schedule contract:

- (1) Time of delivery/installation quotations for individual orders;
- (2) Technical representations and/or warranties of products concerning performance, total system performance and/or configuration, physical, design and/or functional characteristics and capabilities of a product/equipment/ service/software package submitted in response to requirements which result in orders under this schedule contract.
- (3) Any representations and/or warranties concerning the products made in any literature, description, drawings and/or specifications furnished by the Contractor.

b. The above is not intended to encompass items not currently covered by the GSA Schedule contract.

**19. OVERSEAS ACTIVITIES**

The terms and conditions of this contract shall apply to all orders for installation, maintenance and repair of equipment in areas listed in the pricelist outside the 48 contiguous states and the District of Columbia, except as indicated below:

None

Upon request of the Contractor, the ordering activity may provide the Contractor with logistics support, as available, in accordance with all applicable ordering activity regulations. Such ordering activity support will be provided on a reimbursable basis, and will only be provided to the Contractor's technical personnel whose services are exclusively required for the fulfillment of the terms and conditions of this contract.

**20. BLANKET PURCHASE AGREEMENTS (BPAs)**

The use of BPAs under any schedule contract to fill repetitive needs for supplies or services is allowable. BPAs may be established with one or more schedule contractors. The number of BPAs to be established is within the discretion of the ordering activity establishing the BPA and should be based on a strategy that is expected to maximize the effectiveness of the BPA(s). Ordering activities shall follow FAR 8.405-3 when creating and implementing BPA(s).

**21. CONTRACTOR TEAM ARRANGEMENTS**

Contractors participating in contractor team arrangements must abide by all terms and conditions of their respective contracts. This includes compliance with Clauses 552.238-74, Industrial Funding Fee and Sales Reporting, i.e., each contractor (team member) must report sales and remit the IFF for all products and services provided under its individual contract.

**22. INSTALLATION, DEINSTALLATION, REINSTALLATION**

The Davis-Bacon Act (40 U.S.C. 276a-276a-7) provides that contracts in excess of \$2,000 to which the United States or the District of Columbia is a party for construction, alteration, or repair (including painting and decorating) of public buildings or public works with the United States, shall contain a clause that no laborer or mechanic employed directly upon the site of the work shall received less than the prevailing wage rates as determined by the Secretary of Labor. The requirements of the Davis-Bacon Act do not apply if the construction work is incidental to the furnishing of supplies, equipment, or services. For example, the requirements do not apply to simple installation or alteration of a public building or public work that is incidental to furnishing supplies or equipment under a supply contract. However, if the construction, alteration or repair is segregable and exceeds \$2,000, then the requirements of the Davis-Bacon Act applies.

The ordering activity issuing the task order against this contract will be responsible for proper administration and enforcement of the Federal labor standards covered by the Davis-Bacon Act. The proper Davis-Bacon wage determination will be issued by the ordering activity at the time a request for quotations is made for applicable construction classified installation, deinstallation, and reinstallation services under SIN 132-8.

**23. SECTION 508 COMPLIANCE**

If applicable, Section 508 compliance information on the supplies and services in this contract are available in Electronic and Information Technology (EIT) at the following: Not Applicable

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

**24. PRIME CONTRACTOR ORDERING FROM FEDERAL SUPPLY SCHEDULES**

Prime Contractors (on cost reimbursement contracts) placing orders under Federal Supply Schedules, on behalf of an ordering activity, shall follow the terms of the applicable schedule and authorization and include with each order –

- (a) A copy of the authorization from the ordering activity with whom the contractor has the prime contract (unless a copy was previously furnished to the Federal Supply Schedule contractor); and
- (b) The following statement:  
“This order is placed under written authorization from \_\_\_\_\_ dated \_\_\_\_\_. In the event of any inconsistency between the terms and conditions of this order and those of your Federal Supply Schedule contract, the latter will govern.”

**25. INSURANCE—WORK ON A GOVERNMENT INSTALLATION (JAN 1997)(FAR 52.228-5)**

- (a) The Contractor shall, at its own expense, provide and maintain during the entire performance of this contract, at least the kinds and minimum amounts of insurance required in the Schedule or elsewhere in the contract.

- (b) Before commencing work under this contract, the Contractor shall notify the Contracting Officer in writing that the required insurance has been obtained. The policies evidencing required insurance shall contain an endorsement to the effect that any cancellation or any material change adversely affecting the Government's interest shall not be effective—
- (1) For such period as the laws of the State in which this contract is to be performed prescribe; or
  - (2) Until 30 days after the insurer or the Contractor gives written notice to the Contracting Officer, whichever period is longer.
- (c) The Contractor shall insert the substance of this clause, including this paragraph (c), in subcontracts under this contract that require work on a Government installation and shall require subcontractors to provide and maintain the insurance required in the Schedule or elsewhere in the contract. The Contractor shall maintain a copy of all subcontractors' proofs of required insurance, and shall make copies available to the Contracting Officer upon request.

**26. SOFTWARE INTEROPERABILITY**

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

**27. ADVANCE PAYMENTS**

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

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

**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 ordering activity location, as agreed to by the Contractor and the ordering activity.

**2. PERFORMANCE INCENTIVES**

- a. Performance incentives may be agreed upon between the Contractor and the ordering activity on individual fixed price orders or Blanket Purchase Agreements under this contract in accordance with this clause.
- b. The ordering activity must establish a maximum performance incentive price for these services and/or total solutions on individual orders or Blanket Purchase Agreements.
- c. Incentives should be designed to relate results achieved by the contractor to specified targets. To the maximum extent practicable, ordering activities shall consider establishing incentives where performance is critical to the ordering activity's mission and incentives are likely to motivate the contractor. Incentives shall be based on objectively measurable tasks.

**3. ORDER**

- a. Agencies may use written orders, EDI orders, blanket purchase agreements, individual purchase orders, or task orders for ordering services under this contract. Blanket Purchase Agreements shall not extend beyond the end of the contract period; all services and delivery shall be made and the contract terms and conditions shall continue in effect until the completion of the order. Orders for tasks which extend beyond the fiscal year for which funds are available shall include FAR 52.232-19 (Deviation – May 2003) Availability of Funds for the Next Fiscal Year. The purchase order shall specify the availability of funds and the period for which funds are available.
- b. All task orders are subject to the terms and conditions of the contract. In the event of conflict between a task order and the contract, the contract will take precedence.

**4. PERFORMANCE OF SERVICES**

- a. The Contractor shall commence performance of services on the date agreed to by the Contractor and the ordering activity.
- b. The Contractor agrees to render services only during normal working hours, unless otherwise agreed to by the Contractor and the ordering activity.
- c. The ordering activity should include the criteria for satisfactory completion for each task in the Statement of Work or Delivery Order. Services shall be completed in a good and workmanlike manner.
- d. Any Contractor travel required in the performance of IT Services must comply with the Federal Travel Regulation or Joint Travel Regulations, as applicable, in effect on the date(s) the travel is performed. Established Federal Government per diem rates will apply to all Contractor travel. Contractors cannot use GSA city pair contracts.

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

- (a) The Contracting Officer may, at any time, by written order to the Contractor, require the Contractor to stop all, or any part, of the work called for by this contract for a period of 90 days after the order is delivered to the Contractor, and for any further period to which the parties may agree. The order shall be specifically identified as a stop-work order issued under this clause. Upon receipt of the order, the Contractor shall immediately comply with its terms and take all reasonable steps to minimize the incurrence of costs allocable to the work covered by the order during the period of work stoppage. Within a period of 90 days after a stop-work is delivered to the Contractor, or within any extension of that period to which the parties shall have agreed, the Contracting Officer shall either-
- (1) Cancel the stop-work order; or
  - (2) Terminate the work covered by the order as provided in the Default, or the Termination for Convenience of the Government, clause of this contract.
- (b) If a stop-work order issued under this clause is canceled or the period of the order or any extension thereof expires, the Contractor shall resume work. The Contracting Officer shall make an equitable adjustment in the delivery schedule or contract price, or both, and the contract shall be modified, in writing, accordingly, if-
- (1) The stop-work order results in an increase in the time required for, or in the Contractor's cost properly allocable to, the performance of any part of this contract; and
  - (2) The Contractor asserts its right to the adjustment within 30 days after the end of the period of work stoppage; provided, that, if the Contracting Officer decides the facts justify the action, the Contracting Officer may receive and act upon the claim submitted at any time before final payment under this contract.
- (c) If a stop-work order is not canceled and the work covered by the order is terminated for the convenience of the Government, the Contracting Officer shall allow reasonable costs resulting from the stop-work order in arriving at the termination settlement.
- (d) If a stop-work order is not canceled and the work covered by the order is terminated for default, the Contracting Officer shall allow, by equitable adjustment or otherwise, reasonable costs resulting from the stop-work order.

**6. INSPECTION OF SERVICES**

The Inspection of Services–Fixed Price (AUG 1996) (Deviation – May 2003) clause at FAR 52.246-4 applies to firm-fixed price orders placed under this contract. The Inspection–Time-and-Materials and Labor-Hour (JAN 1986) (Deviation – May 2003) clause at FAR 52.246-6 applies to time-and-materials and labor-hour orders placed under this contract.

**7. RESPONSIBILITIES OF THE CONTRACTOR**

The Contractor shall comply with all laws, ordinances, and regulations (Federal, State, City, or otherwise) covering work of this character. If the end product of a task order is software, then FAR 52.227-14 (Deviation – May 2003) Rights in Data – General, may apply.

**8. RESPONSIBILITIES OF THE ORDERING ACTIVITY**

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

**9. INDEPENDENT CONTRACTOR**

All IT Services performed by the Contractor under the terms of this contract shall be as an independent Contractor, and not as an agent or employee of the ordering activity.

**10. ORGANIZATIONAL CONFLICTS OF INTEREST**

- a. Definitions.  
“Contractor” means the person, firm, unincorporated association, joint venture, partnership, or corporation that is a party to this contract.  
“Contractor and its affiliates” and “Contractor or its affiliates” refers to the Contractor, its chief executives, directors, officers, subsidiaries, affiliates, subcontractors at any tier, and consultants and any joint venture involving the Contractor, any entity into or with which the Contractor subsequently merges or affiliates, or any other successor or assignee of the Contractor.  
An “Organizational conflict of interest” exists when the nature of the work to be performed under a proposed ordering activity contract, without some restriction on ordering activities by the Contractor and its affiliates, may either (i) result in an unfair competitive advantage to the Contractor or its affiliates or (ii) impair the Contractor’s or its affiliates’ objectivity in performing contract work.
  
- b. To avoid an organizational or financial conflict of interest and to avoid prejudicing the best interests of the ordering activity, ordering activities may place restrictions on the Contractors, its affiliates, chief executives, directors, subsidiaries and subcontractors at any tier when placing orders against schedule contracts. Such restrictions shall be consistent with FAR 9.505 and shall be designed to avoid, neutralize, or mitigate organizational conflicts of interest that might otherwise exist in situations related to individual orders placed against the schedule contract. Examples of situations, which may require restrictions, are provided at FAR 9.508.

**11. INVOICES**

The Contractor, upon completion of the work ordered, shall submit invoices for IT services. Progress payments may be authorized by the ordering activity on individual orders if appropriate. Progress payments shall be based upon completion of defined milestones or interim products. Invoices shall be submitted monthly for recurring services performed during the preceding month.

**12. PAYMENTS**

For firm-fixed price orders the ordering activity shall pay the Contractor, upon submission of proper invoices or vouchers, the prices stipulated in this contract for service rendered and accepted. Progress payments shall be made only when authorized by the order. For time-and-materials orders, the Payments under Time-and-Materials and Labor-Hour Contracts at FAR 52.232-7 (DEC 2002), (Alternate II – Feb 2002) (Deviation – May 2003) applies to time-and-materials orders placed under this contract. For labor-hour orders, the Payment under Time-and-Materials and Labor-Hour Contracts at FAR 52.232-7 (DEC 2002), (Alternate II – Feb 2002) (Deviation – May 2003)) applies to labor-hour orders placed under this contract.

**13. RESUMES**

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

**14. INCIDENTAL SUPPORT COSTS**

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

**15. APPROVAL OF SUBCONTRACTS**

The ordering activity may require that the Contractor receive, from the ordering activity's Contracting Officer, written consent before placing any subcontract for furnishing any of the work called for in a task order.

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

Please refer to the labor category descriptions and pricing incorporated into this GSA Pricelist.

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

PREAMBLE

W R Systems, LTD. provides commercial products and services to ordering activities. We are committed to promoting participation of small, small disadvantaged and women-owned small businesses in our contracts. We pledge to provide opportunities to the small business community through reselling opportunities, mentor-protégé programs, joint ventures, teaming arrangements, and subcontracting.

COMMITMENT

To actively seek and partner with small businesses.

To identify, qualify, mentor and develop small, small disadvantaged and women-owned small businesses by purchasing from these businesses whenever practical.

To develop and promote company policy initiatives that demonstrate our support for awarding contracts and subcontracts to small business concerns.

To undertake significant efforts to determine the potential of small, small disadvantaged and women-owned small business to supply products and services to our company.

To insure procurement opportunities are designed to permit the maximum possible participation of small, small disadvantaged, and women-owned small businesses.

To attend business opportunity workshops, minority business enterprise seminars, trade fairs, procurement conferences, etc., to identify and increase small businesses with whom to partner.

To publicize in our marketing publications our interest in meeting small businesses that may be interested in subcontracting opportunities.

We signify our commitment to work in partnership with small, small disadvantaged and women-owned small businesses to promote and increase their participation in ordering activity contracts. To accelerate potential opportunities please contact.

Gregory S. Harris  
703-293-7315  
[gharris@wrsystems.com](mailto:gharris@wrsystems.com),  
Fax: 703-934-0203.



BPA NUMBER \_\_\_\_\_

**(CUSTOMER NAME)  
BLANKET PURCHASE AGREEMENT**

Pursuant to GSA Federal Supply Schedule Contract Number(s) \_\_\_\_\_, Blanket Purchase Agreements, the Contractor agrees to the following terms of a Blanket Purchase Agreement (BPA) EXCLUSIVELY WITH (ordering activity):

(1) The following contract items can be ordered under this BPA. All orders placed against this BPA are subject to the terms and conditions of the contract, except as noted below:

MODEL NUMBER/PART NUMBER	*SPECIAL BPA DISCOUNT/PRICE
_____	_____
_____	_____
_____	_____

Delivery: DESTINATION	DELIVERY SCHEDULES / DATES
_____	_____
_____	_____
_____	_____

(3) The ordering activity estimates, but does not guarantee, that the volume of purchases through this agreement will be \_\_\_\_\_.

(4) This BPA does not obligate any funds.

(5) This BPA expires on \_\_\_\_\_ or at the end of the contract period, whichever is earlier.

The following office(s) is hereby authorized to place orders under this BPA: OFFICE	POINT OF CONTACT
_____	_____
_____	_____
_____	_____

(7) Orders will be placed against this BPA via Electronic Data Interchange (EDI), FAX, or paper.

(8) Unless otherwise agreed to, all deliveries under this BPA must be accompanied by delivery tickets or sales slips that must contain the following information as a minimum:

- (a) Name of Contractor;
- (b) Contract Number;
- (c) BPA Number;
- (d) Model Number or National Stock Number (NSN);
- (e) Purchase Order Number;
- (f) Date of Purchase;
- (g) Quantity, Unit Price, and Extension of Each Item (unit prices and extensions need not be shown when incompatible with the use of automated systems; provided, that the invoice is itemized to show the information); and
- (h) Date of Shipment.

(9) The requirements of a proper invoice are specified in the Federal Supply Schedule contract. Invoices will be submitted to the address specified within the purchase order transmission issued against this BPA.

(10) The terms and conditions included in this BPA apply to all purchases made pursuant to it. In the event of an inconsistency between the provisions of this BPA and the Contractor's invoice, the provisions of this BPA will take precedence.

**BASIC GUIDELINES FOR USING  
“CONTRACTOR TEAM ARRANGEMENTS”**

Federal Supply Schedule Contractors may use “Contractor Team Arrangements” (see FAR 9.6) to provide solutions when responding to a ordering activity requirements.

These Team Arrangements can be included under a Blanket Purchase Agreement (BPA). BPAs are permitted under all Federal Supply Schedule contracts.

Orders under a Team Arrangement are subject to terms and conditions or the Federal Supply Schedule Contract.

Participation in a Team Arrangement is limited to Federal Supply Schedule Contractors.

Customers should refer to FAR 9.6 for specific details on Team Arrangements.

Here is a general outline on how it works:

- The customer identifies their requirements.
- Federal Supply Schedule Contractors may individually meet the customers needs, or -
- Federal Supply Schedule Contractors may individually submit a Schedules “Team Solution” to meet the customer’s requirement.
- Customers make a best value selection.

## ***W R SYSTEMS, LTD.'S***

### ***INFORMATION TECHNOLOGY LABOR CATEGORY***

#### ***DESCRIPTIONS***

##### **TECHNICAL MANAGEMENT**

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###### **Program Manager - Senior**

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**Experience:** A minimum 10 years of systems engineering experience and 5 years of supervision and technical management experience.

**Functional Responsibilities:**

1. Program/contract management
2. Client point of contact
3. Project planning and performance tracking
4. Resource coordination (including subcontractor management)
5. Technical guidance and oversight
6. Supervision of design, development, and implementation of complex computer systems
7. Business area analysis

**Education:** Bachelor's Degree in Information Systems, Management, Business Administration, Engineering, or Engineering Technology or similar discipline.

###### **Program Manager**

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**Experience:** A minimum 10 years of systems engineering experience and 3 years of supervision and technical management experience.

**Functional Responsibilities:**

1. Program/contract management
2. Client point of contact
3. Project planning and performance tracking
4. Resource coordination (including subcontractor management)
5. Technical guidance and oversight
6. Supervision of design, development, and implementation of complex computer systems
7. Business area analysis

**Education:** Bachelor's Degree in Information Systems, Management, Business Administration, Engineering, or Engineering Technology or similar discipline.

## **Project Manager**

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**Experience:** A minimum 7 years of systems engineering and/or systems integration experience with 3 years of supervision and technical management experience.

**Functional Responsibilities:**

1. Project/contract management
2. Technical guidance and oversight
3. Supervision of design, development, and implementation of complex computer systems
4. Business area analysis
5. Project planning
6. Coordination of resources (including subcontractor management)
7. Project status reporting
8. Performance measurement and reporting

**Education:** Bachelor's Degree in Information Systems, Management, Business Administration, Engineering, or Engineering Technology or similar discipline.

## **Technical Manager**

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**Experience:** A minimum 8 years of computer systems analysis and design, programming and/or systems integrations experience with at least 2 years of successful project management and supervision experience.

**Functional Responsibilities:**

1. Daily technical guidance and oversight
2. Supervision of design, development, and implementation of complex computer systems
3. Interpretation and application of technical requirements
4. Identification and application of required standards, practices and technologies
5. Business area analysis
6. Project planning
7. Project status reporting
8. Performance measurement and reporting

**Education:** Bachelor's Degree in Information Systems, Engineering, or Engineering Technology or similar discipline.

## **Team Leader**

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**Experience:** A minimum 7 years of computer system analysis and design, programming and/or systems integrations experience with demonstrated leadership and supervisory skills.

**Functional Responsibilities:**

1. Daily management of individual tasks
2. Project status reporting
3. Performance measurement and reporting
4. Non-complex project planning
5. Coordination of team resources
6. Supervision of design, development, and implementation tasks
7. Moderately complex business area analysis

**Education:** Bachelor's Degree in Information Systems, Engineering, or Engineering Technology or

similar discipline.

## **ANALYSIS, DESIGN, AND REENGINEERING**

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### **Systems Architect - Database -Senior**

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**Experience:** A minimum 8 years of database design, systems analysis, systems design experience. In-depth knowledge of data base structures, entity relationships diagramming, and other data modeling techniques.

**Functional Responsibilities:**

1. Relational database software development
2. Assess new or modified requirements for information systems
3. Complex computer systems and/or business area analysis and design
4. Complex information systems planning
5. 3GL/4GL Programming
6. Application software testing and support
7. System documentation (as required)
8. Use of CASE tools (as required)

Note: May also serve as Project Manager on moderately-complex to non-complex projects or as Team Leader on moderately complex projects.

**Education:** Bachelor's Degree in Computer Science. Information Systems, Engineering, Engineering Technology, or similar discipline.

### **Systems Analyst - Senior**

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**Experience:** A minimum 6 years of database and/or computer system analysis and design experience.

**Functional Responsibilities:**

1. Relational database software development
2. Assess new or modified requirements for information systems
3. Complex computer systems and/or business area analysis and design
4. Complex information systems planning
5. 3GL/4GL Programming
6. Application software testing and support
7. System documentation (as required)
8. Use of CASE tools (as required)

Note: May also serve as Project Manager on non-complex projects or as Team Leader on moderately complex projects.

**Education:** Bachelor's Degree in Computer Science. Information Systems, Engineering, Engineering Technology, or similar discipline.

## **Systems Analyst - Staff**

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**Experience:** A minimum 4 years of database and/or computer system analysis and design experience.

### **Functional Responsibilities:**

1. Relational database software development
2. Assess new or modified requirements for information systems
3. Computer systems analysis and design
4. Routine information systems planning
5. 3GL/4GL Programming
6. Application software testing and support
7. System documentation (as required)
8. Use of CASE tools (as required)

Note: May also serve as Project Manager on non-complex projects or as Team Leader on moderately complex projects.

**Education:** Bachelor's Degree in Computer Science, Information Systems, Engineering, Engineering Technology, or similar discipline. Education requirements may be substituted for by an additional 2 years of experience.

## **Systems Analyst - Associate**

---

**Experience:** A minimum 2 years of computer system analysis and design experience.

### **Functional Responsibilities:**

1. Relational database software development
2. Assess new or modified requirements for information systems
3. Computer systems analysis and design
4. Routine information systems planning
5. 3GL/4GL Programming
6. Application software testing and support
7. System documentation (as required)
8. Use of CASE tools (as required)

**Education:** Bachelor's Degree in Computer Science, Information Systems, Engineering, Engineering Technology, or similar discipline. Education requirements may be substituted for by an additional 2 years of experience.

## **Program Analyst - Senior**

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**Experience:** A minimum of 7 years experience in the development and monitoring of corporate policies and procedures designed to provide management control of system development activities, including analysis of current procedures and policies to determine continued applicability.

**Functional Responsibilities:**

1. Supervise, perform, and/or support the analysis and evaluation of actual or potential effect of current or projected operating systems and programs in achieving targeted objectives
2. Supervise, perform, and/or support the recommendation, development, testing, and implementation of changes to program objectives, operations, and resource usage in an effort to resolve problems, to provide balanced program operations, and to achieve maximum effectiveness

**Education:** Bachelor's Degree in Computer Science. Information Systems, Engineering, Engineering Technology, or similar discipline.

**Program Analyst - Staff**

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**Experience:** A minimum of 5 years experience in the development and monitoring of corporate policies and procedures designed to provide management control of system development activities, including analysis of current procedures and policies to determine continued applicability.

**Functional Responsibilities:**

1. Supervise, perform, and/or support the analysis and evaluation of actual or potential effect of current or projected operating systems and programs in achieving targeted objectives
2. Supervise, perform, and/or support the recommendation, development, testing, and implementation of changes to program objectives, operations, and resource usage in an effort to resolve problems, to provide balanced program operations, and to achieve maximum effectiveness

**Education:** Bachelor's Degree in Computer Science. Information Systems, Engineering, Engineering Technology, or similar discipline.

**DEVELOPMENT AND PROGRAMMING**

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**Programmer Analyst - Database - Senior**

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**Experience:** A minimum 7 years of database systems analysis, systems design, and programming experience. In-depth knowledge of data base structures, entity relationships, diagramming, and other data modeling techniques.

**Functional Responsibilities:**

1. 3GL/4GL programming
2. Use of CASE tools (as required)
3. Perform systems maintenance and/or modification
4. Application software testing and support
5. System documentation (as required)
6. Information systems planning (as required)
7. Systems/business process analysis (as required)

Note: May also serve as Team Leader on moderately-complex projects.

**Education:** Bachelor's Degree in Computer Science. Information Systems, or similar discipline.

**Programmer Analyst - Database - Staff**

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**Experience:** A minimum 4 years of database systems analysis, systems design, and programming

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experience. Knowledge of data base structures, entity relationships, diagramming, and other data modeling techniques.

**Functional Responsibilities:**

1. 3GL/4GL programming
2. Use of CASE tools (as required)
3. Perform systems maintenance and/or modification
4. Application software testing and support
5. System documentation (as required)
6. Information systems planning (as required)
7. Systems/business process analysis (as required)

Note: May also serve as Team Leader on non-complex projects.

**Education:** Bachelor's Degree in Computer Science. Information Systems, or similar discipline.

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**Programmer Analyst - Database - Associate**

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**Experience:** A minimum 2 years of database systems analysis, systems design, and programming experience. Basic knowledge of data base structures, entity relationships, diagramming, and other data modeling techniques.

**Functional Responsibilities:**

1. 3GL/4GL programming
2. Use of CASE tools (as required)
3. Perform systems maintenance and/or modification
4. Application software testing and support
5. System documentation (as required)
6. Information systems planning (as required)
7. Systems/business process analysis (as required)

Note: May also serve as Team Leader on non-complex projects.

**Education:** Bachelor's Degree in Computer Science. Information Systems, or similar discipline.

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**Programmer Analyst - Senior**

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**Experience:** A minimum 5 years of programming and systems analysis experience.

**Functional Responsibilities:**

1. 3GL/4GL programming
2. Use of CASE tools (as required)
3. Perform systems maintenance and/or modification
4. Application software testing and support
5. System documentation (as required)
6. Information systems planning (as required)
7. Systems/business process analysis (as required)

Note: May also serve as Team Leader on moderately-complex projects

**Education:** Bachelor's Degree in Computer Science. Information Systems, or similar discipline.

## **Programmer Analyst - Staff**

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**Experience:** A minimum 3 years of programming and systems analysis experience.

**Functional Responsibilities:**

1. 3GL/4GL programming
2. Use of CASE tools (as required)
3. Perform systems maintenance and/or modification
4. Application software testing and support
5. System documentation (as required)
6. Information systems planning (as required)
7. Systems/business process analysis (as required)

Note: May also serve as Team Leader on non-complex projects.

**Education:** Bachelor's Degree in Computer Science. Information Systems, or similar discipline.

## **Programmer Analyst - Associate**

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**Experience:** A minimum 1 year of programming and systems analysis experience.

**Functional Responsibilities:**

1. 3GL/4GL programming
2. Use of CASE tools (as required)
3. Perform systems maintenance and/or modification
4. Application software testing and support
5. System documentation (as required)
6. Information systems planning (as required)
7. Systems/business process analysis (as required)

**Education:** Bachelor's Degree in Computer Science. Information Systems, or similar discipline.

## **Programmer - Senior**

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**Experience:** A minimum 3 years of programming experience.

**Functional Responsibilities:**

1. 3GL/4GL programming
2. Use of CASE tools (as required)
3. Perform systems maintenance and/or modification
4. Application software testing and support
5. System documentation (as required)
6. Information systems planning (as required)

Note: May also serve as Team Leader on non-complex projects

**Education:** Bachelor's Degree in Computer Science. Information Systems, or similar discipline.

## **Programmer - Staff**

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**Experience:** A minimum 1year of programming experience.

**Functional Responsibilities:**

1. 3GL/4GL programming
2. Use of CASE tools (as required)
3. Perform systems maintenance and/or modification
4. Application software testing and support
5. System documentation (as required)
6. Information systems planning (as required)

**Education:** Bachelor's Degree in Computer Science. Information Systems, or similar discipline.  
Education requirements may be substituted for by an additional 2 years of experience.

## **Programmer - Associate**

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**Functional Responsibilities:**

1. 3GL/4GL programming
2. Use of CASE tools (as required)
3. Perform systems maintenance and/or modification
4. Application software testing and support
5. System documentation (as required)

**Education:** Bachelor's Degree in Computer Science. Information Systems, or similar discipline.

## SYSTEM ADMINISTRATION AND OPERATIONS

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### Database Administrator - Senior

**Experience:**

A minimum of 5 years of database administration and support experience with 2 years of experience with a database similar in complexity as those described in client requirements.

**Functional Responsibilities:**

1. Administering and controlling data resources
2. Implementation of data dictionaries
3. Data security and integrity
4. Perform data base backups
5. Use data modeling techniques to analyze and specify data requirements and structures
6. Define logical and physical data views
7. Tuning data base performance

**Education:**

Bachelors degree in Computer Science, Information Systems, or similar discipline.

### Data Base Administrator - Staff

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**Experience:** A minimum 3 years of database administration and support experience with 1 year of experience with a database similar in complexity as those described in client requirements.

**Functional Responsibilities:**

1. Administering and controlling data resources
2. Implementation of data dictionaries
3. Data security and integrity
4. Perform data base backups
5. Use data modeling techniques to analyze and specify data requirements and structures
6. Define logical and physical data views
7. Tuning data base performance

**Education:** Bachelor's degree in Computer Science, Information Systems, or similar discipline.

### Network Administrator - Staff

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**Experience:** A minimum 3 years of Local Area Network (LAN) hardware and software experience.

**Functional Responsibilities:**

1. Installation of LAN workstation, server, or other LAN system components
2. Perform diagnostic testing and system troubleshooting
3. System configuration, integration, and/or testing.
4. Maintain LAN user accounts and profiles
5. System upgrades
6. Software and/or hardware evaluation
7. Operating system programming
8. Maintenance of user accounts and profiles
9. Upgrade system components as required.

**Education:** Bachelor's degree in Computer Science, Information Systems, or similar discipline.

## **System Administrator - Staff**

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**Experience:** A minimum 3 years of computer systems administration and life cycle support activities with 1 year of experience with a computer system using similar software and operating systems as those described in client requirements.

**Functional Responsibilities:**

1. Installation and maintenance of operating and systems software.
2. Systems configuration
3. Establishment of system standards
4. Software and/or hardware evaluation
5. Operating system programming
6. Maintenance of user accounts and profiles
7. Operating system troubleshooting

**Education:** Bachelor's Degree in Computer Science, Information Systems., Electrical Engineering, or similar discipline.

## Systems Engineer - Senior

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**Experience:** A minimum of 8 years experience solving complex design engineering or functional business problems for modern complex IT solutions. Specific areas of expertise may include: advanced system architecture, system administration, hardware technologies, telecommunications, networks, electronic records management, computer-generated imagery, digital/analog systems, human factors engineering, data collection systems, complex databases, web technologies, computer simulation, or electronic sensor technologies. May include specialized experience working with contract-specific technologies (i.e., proprietary systems, Verint/Converse Info Systems, Novel certifications, Cisco certifications, Microsoft certifications, Oracle certifications, etc.) or with sensitive or classified information systems.

### **Functional Responsibilities:**

1. Supervise, perform, or support engineering analysis activities
2. Supervise, perform, or support system installation, configuration, and testing activities
3. Supervise, perform, or support telecommunications and network troubleshooting
4. Implement, monitor, and maintain security services including security software systems
5. Supervise, perform, or support hardware/software network systems performance monitoring analysis and balancing
6. Supervise, perform, or support the design, development, testing, and implementation of complex hetero/homogeneous networks
7. Supervise, perform, or support life cycle testing and simulation activities
8. Supervise, perform, or support storage solutions management activities
9. Supervise, perform, or support requirements research and technical documentation development
10. Supervise, perform, or support system standardization, optimization and traceability control activities
11. Supervise, perform, or support contingency and disaster recovery planning activities
12. Supervise, perform, or support product control-related depository design and configuration management activities

**Education:** Bachelors degree in Computer Science, Information Systems, Engineering or a similar discipline.

## Systems Engineer - Staff

---

**Experience:** A minimum of 4 years experience solving complex design engineering or functional business problems for modern complex IT solutions. Specific areas of expertise may include: advanced system architecture, system administration, hardware technologies, telecommunications, networks, electronic records management, computer-generated imagery, digital/analog systems, human factors engineering, data collection systems, complex databases, web technologies, computer simulation, or electronic sensor technologies. May include specialized experience working with contract-specific technologies (i.e., proprietary systems, Verint/Converse Info Systems, Novel certifications, Cisco certifications, Microsoft certifications, Oracle certifications, etc.) or with sensitive or classified information systems.

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**Functional Responsibilities:**

1. Supervise, perform, or support engineering analysis activities
2. Supervise, perform, or support system installation, configuration, and testing activities
3. Supervise, perform, or support telecommunications and network troubleshooting
4. Implement, monitor, and maintain security services including security software systems
5. Supervise, perform, or support hardware/software network systems performance monitoring analysis and load balancing
6. Supervise, perform, or support the design, development, testing, and implementation of complex hetero/homogeneous networks
7. Supervise, perform, or support life cycle testing and simulation activities
8. Supervise, perform, or support storage solutions management activities
9. Supervise, perform, or support requirements research and technical documentation development
10. Supervise, perform, or support system standardization, optimization and traceability control activities
11. Supervise, perform, or support contingency and disaster recovery planning activities
12. Supervise, perform, or support product control-related depository design and configuration management activities

**Education:** Bachelors degree in Computer Science, Information Systems, Engineering or a similar discipline.

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**Data Technician - Senior**

**Experience:** A minimum of 3 years experience related to the operation of on-line workstations, Remote Job Entry (RJE) and/or Time Sharing Terminals. Experience should include operating a keyboard-controlled device used to transcribe data into a format suitable for computer, minicomputer, or microcomputer processing. Provides supervision and guidance to lower level personnel.

**Functional Responsibilities:**

1. Supervise, perform, and/or support data entry using reports, written material, or special data sheets into a data processing system
2. Supervise, track, and/or support problem resolution efforts

**Education:** High School diploma or equivalent.

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**Data Technician - Staff**

**Experience:** A minimum of 2 years experience related to the operation of on-line workstations, Remote Job Entry (RJE) and/or Time Sharing Terminals. Experience should include operating a keyboard-controlled device used to transcribe data into a format suitable for computer, minicomputer, or microcomputer processing. May provide supervision and guidance to junior level personnel.

**Functional Responsibilities:**

1. Supervise, perform, and/or support data entry using reports, written material, or special data sheets into a data processing system
2. Supervise, track, and/or support problem resolution efforts

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**Education:** High School diploma or equivalent.

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## **Computer Systems Operator**

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**Experience:** A minimum 2 years computer systems operational experience with 1 year of experience with a computer system using similar software and operating systems as those described in client requirements.

**Functional Responsibilities:**

1. Analyze and support computer operations.
2. Control production applications
3. Perform daily systems backups
4. Perform data recovery
5. Maintain system logs
6. Monitor system resources
7. Provide first-line support for operational problems

**Education:** High School Diploma or equivalent

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## **TECHNICAL SPECIALISTS**

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### **Communications/Networking Engineer - Senior**

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**Experience:** A minimum 6 years of design and management of progressively more complex telecommunication and local and wide area networks (LANs/WANs) using similar software and hardware as those described in client requirements.

**Functional Responsibilities:**

1. Telecommunication and network planning
2. Engineering analysis
3. Network system development and implementation
4. Development of testing and diagnostic software
5. Development of communication network software development tools
6. Telecommunications and network troubleshooting

**Education:** Bachelor's Degree in Computer Science, Computer Engineering, Electrical Engineering, or similar discipline.

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### **Communications/Networking Engineer - Staff**

---

**Experience:** A minimum 4 years of design and management of progressively more complex telecommunication and local and wide area networks (LANs/WANs) using similar software and hardware as those described in client requirements.

**Functional Responsibilities:**

1. Telecommunication and network planning
2. Engineering analysis
3. Network system development and implementation
4. Development of testing and diagnostic software
5. Development of communication network software development tools
6. Telecommunications and network troubleshooting

**Education:** Bachelor's Degree in Computer Science. Computer Engineering, Electrical Engineering, or similar discipline.

**Communications/Networking Engineer - Associate**

---

**Experience:** A minimum 2 years of design and management of non-complex telecommunication and local and wide area networks (LANs/WANs) using similar software and hardware as those described in client requirements.

**Functional Responsibilities:**

1. Telecommunication and network planning
2. Engineering analysis
3. Network system development and implementation
4. Development of testing and diagnostic software
5. Development of communication network software development tools
6. Telecommunications and network troubleshooting

**Education:** Bachelor's Degree in Computer Science. Computer Engineering, Electrical Engineering, or similar discipline. May substitute 2 additional years of experience for educational requirements

### **Subject Matter Expert – Level 3**

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**Experience:** 10 years of diverse experience solving complex design engineering or functional business problems for modern complex integrated solutions. Specific areas of expertise may vary, but typically include: advanced system architecture, hardware technologies, and communications; applied physics; computer generated imagery; digital/analog systems; human factors engineering; computer simulation; electronic sensor technologies; and Enterprise Resources Planning (ERP).

**Functional Responsibilities:**

1. Analyze operations of state of the art technical and business systems projects, programs and activities.
2. Work within broad objective to obtain unique solutions.
3. Provide independent research and development solutions to complex simulation, computational and business systems problems.
4. Determine optimal solutions using state of the art hardware, software and telecommunications architectures.
5. Provide senior technical leadership in project planning, implementation and support.
6. Supervise and/or direct technical personnel to complete tasks relating to complex integrated architecture, systems design, development or modification.
7. Develops highly technical business systems reports and makes formal technical presentations as required.

**Education:** Masters degree in Computer Science, Information Systems, Engineering or other related technical discipline.

### **Subject Matter Expert – Level 2**

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**Experience:** Eight or more years of diverse experience solving complex design engineering or functional business problems for modern complex integrated solutions. Specific areas of expertise may vary, but typically include: advanced system architecture, hardware technologies, and communications; applied physics; computer generated imagery; digital/analog systems; human factors engineering; computer simulation; electronic sensor technologies; and ERP.

**Functional Responsibilities:**

1. Analyzes operations of state of the art technical and business systems projects, programs and activities.
2. Works within broad objective to obtain unique solutions.
3. Provide independent research and development solutions to complex simulation, computational and business systems problems.
4. Determine optimal solutions using state of the art hardware, software and telecommunications architectures.
5. Provide senior technical leadership in project planning, implementation and support.
6. Supervise and/or direct technical personnel to complete tasks relating to complex integrated architecture, systems design, development or modification.
7. Develops highly technical business systems reports and makes formal technical presentations as required

**Education:** Masters degree in Computer Science, Information Systems, Engineering or other related technical discipline with at least eight (8) years of technical or professional qualifying experience.

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## Senior Linguistic Data Analyst (Government Site)

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**Experience:** Eight years of specialized experience as a manager of projects involving analysis, design, development, testing, documentation, and implementation of databases; such as information storage and retrieval, information interchange and communications to include direct supervisory responsibility for personnel and project monitoring. At least two of those years should involve project management experience over 2 or more teams consisting of a minimum of four other colleagues of similar background, skills, experience and academic training. Experience should also include a minimum of eight years as a language-qualified Intelligence Analyst in tactical and/or strategic intelligence environments with significant use of cryptographic skills. Must have an excellent command of the English language and demonstrate native-speaker abilities in the target language.

### **Functional Responsibilities:**

1. Schedules work to meet completion dates, estimates manpower needs, reviews project progress and makes changes in methodology where necessary.
2. Plans, conducts and supervises projects of major significance using advanced knowledge and ability to originate and apply new and unique methods and procedures.
3. Acts as the Contractor's on-site manager responsible for the supervision of all contractor staff and associated personnel issues; minimizing costs and maximizing efficiency in achieving the stated requirements; planning, organizing and controlling the overall activities of the contract; and, personnel tasking and training.
4. Reviews and disseminates Discovery tasking and prepares time sensitive investigative support documents.
5. Responsible for the development, maintenance and implementation of standard operational procedures in support of the investigative tasking, training for operational and government personnel, quality control, and the development and implementation of formal reporting procedures.
6. Performs Linguistic Data Analyst tasks.

**Education:** Bachelor's degree or specialized training may suffice.

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## Linguistic Data Analyst (Government Site)

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**Experience:** Three years of specialized experience as an analyst designing, developing, testing, documenting, and implementing databases; such as information storage and retrieval, information interchange and communications. Experience should include at least three years as a language-qualified Intelligence Analyst in tactical and/or strategic intelligence environments with some use of cryptographic skills. Must have an excellent command of the English language, possess native-speaker abilities in the target language, and demonstrate organizational, analytical and communication skills, both oral and written.

### **Functional Responsibilities:**

1. Provides supervision and guidance to Program Analyst/Quality Control & Senior Data Technician/Linguist personnel.
2. Works closely with Agent personnel as technical expert to review and analyze source document(s) for information pertinent to ongoing investigations.
3. Researches and analyzes intercepted data and statistical information to ascertain indicators needed in support of investigative operations.

4. Examines all evidential communications to obtain supplemental information to identify specific classified operational parameters and patterns.
5. Reports findings from the analysis of all investigative material on a daily basis.
6. Compares linguistic examinations of voice communications; serves as an on-site voice recognition resource; and, creates and maintains a voice identification library.
7. Briefs and provides working aids to the Senior Data Technician/Linguist and Program Analyst/Quality Control personnel during the implementation of “special tasking.”
8. Writes intelligence reports and creates graphics as required.
9. Aids in preparation for Discovery.

**Education:** High School diploma and specialized training or a minimum of two (2) years of linguistic monitoring.

## **PROJECT SUPPORT DISCIPLINES**

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### **Quality Assurance/Quality Control/Configuration Management Advisor - Staff**

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**Experience:** A minimum 7 years of practical software engineering and/or systems integration experience of which 4 years is progressively more difficult quality assurance specific experience in a software design and development environment.

**Functional Responsibilities:**

1. Relational database software development
2. Use of CASE technology (as required)
3. System development, documentation, and implementation
4. Data modeling and database design
5. Application software testing and support
6. Quality Assurance standards and control procedures

**Education:** Bachelor’s Degree in Computer Science, Systems, Management, Business Administration, Engineering, or Engineering Technology or similar discipline.

### **Technical Writer - Senior**

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**Experience:** A minimum of 4 years of formal and informal technical training experience.

**Functional Responsibilities:**

1. Write and edit program and system documentation, proposals, technical reports, specifications, user manuals, training courses and procedures.

**Education:** Bachelors degree in Computer Science, Information Systems, Journalism, English, or related area.

### **Technical Writer - Staff**

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**Experience:** A minimum 2 years of formal and informal technical training experience.

**Functional Responsibilities:**

1. Write and edit program and system documentation, proposals, technical reports, specifications, user manuals, training courses and procedures.

**Education:** Bachelor's Degree in Computer Science, Information Systems, Journalism, English, or related area.

### **Training Specialist - Staff**

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**Experience:** A minimum 3 years of formal and informal technical training experience.

**Functional Responsibilities:**

1. Preparation of formal and informal technical training.
2. Delivery of formal and informal technical training.

**Education:** Bachelor's Degree in Computer Science, Information Systems, or a related area.

### **Hotline Support Specialist**

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**Experience:** A minimum 2 years of end-user support duties similar to those which shall be performed.

**Functional Responsibilities:**

1. Receive and manage end user support request.
2. Maintain support logs.
3. Resolve end user technical problems

**Education:** Associate's degree in Computer Science, Information Systems, or similar discipline.

### **Clerical Support**

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**Experience:** Ability to type or word process technical information at a minimum of 40 words per minute

**Functional Responsibilities:**

1. Word processing
2. Document productions support
3. Light secretarial and clerical support

**Education:** High School Diploma or equivalent

**W R SYSTEMS, LTD.'S  
AUTHORIZED GSA SCHEDULE CONTRACT PRICING**

<b>LABOR CATEGORY</b>	<b>GSA PRICE</b>
Sr Program Manager	\$152.91
Program Manager	\$137.99
Project Manager	\$131.47
Team Leader	\$114.69
Technical Manager	\$114.69
Systems Architect - Database - Senior	\$148.25
Program Analyst – Senior	\$87.64
Program Analyst - Staff	\$64.34
Systems Analyst - Senior	\$118.42
Systems Analyst - Staff	\$106.29
Systems Analyst - Associate	\$101.64
Programmer Analyst - Database - Senior	\$106.29
Programmer Analyst - Database - Staff	\$101.64
Programmer Analyst - Database - Associate	\$91.37
Programmer Analyst - Senior	\$91.37
Programmer Analyst - Staff	\$78.32
Programmer Analyst - Associate	\$64.34
Programmer - Senior	\$88.58
Programmer - Staff	\$70.86
Programmer - Associate	\$61.54
Database Administrator – Senior	\$190.21
Database Administrator (DBA) – Staff	\$109.09
Network Administrator – Staff	\$91.37

<b>LABOR CATEGORY</b>	<b>GSA PRICE</b>
Systems Administrator – Staff	\$92.31
Systems Engineer – Senior	\$106.29
Systems Engineer – Staff	\$88.58
Data Technician – Senior	\$55.02
Data Technician – Staff	\$41.02
Computer Systems Operator	\$49.42
Comms / Networking Engineer - Senior	\$118.42
Comms / Networking Engineer - Staff	\$97.91
Comms / Networking Engineer - Associate	\$79.26
Subject Matter Expert – Level 3	\$251.75
Subject Matter Expert – Level 2	\$179.96
Senior Linguistic Data Analyst (Gov't Site)	\$58.75
Linguistic Data Analyst (Gov't Site)	\$50.35
Quality Assurance/Quality Control/Configuration Management Advisor – Staff	\$95.10
Technical Writer – Senior	\$90.45
Technical Writer – Staff	\$62.47
Training Specialist – Staff	\$75.53
Hotline / User Support Specialist	\$59.67
Clerical Support	\$40.10