

**GENERAL SERVICES ADMINISTRATION
FEDERAL SUPPLY SERVICE**

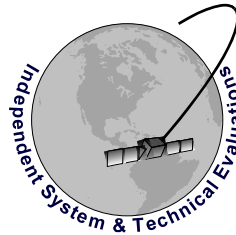
Authorized Federal Supply Schedule Price List For

PROFESSIONAL ENGINEERING SERVICES (PES)

Special Item Number 871-1	Strategic Planning for Technology Programs/Activities
Special Item Number 871-2	Concept Development and Requirements Analysis
Special Item Number 871-3	System Design, Engineering and Integration
Special Item Number 871-4	Test and Evaluation
Special Item Number 871-6	Acquisition and Life Cycle Management

Contract Number: GS-23F-0140S

Period Covered by the Contract: 31 March 2006 to 30 March 2011



Independent System and Technical Evaluations

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Small Business under NAICS Code – 541710/SIC 8731

General Services Administration - Federal Supply Service

Products and ordering information in this Authorized FSS Information Technology Schedule Pricelist are also available on the *GSA Advantage!*® system, located at <http://www.gsa.gov/>. Additional information about *GSA Advantage!*® and using the GSA Federal Supply Service Schedules is available at <http://www.fss.gsa.gov/>.

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1.0 GSA Schedule Services Offered

Special Item Number 871-1 Strategic Planning for Technology Programs/Activities

Special Item Number 871-2 Concept Development and Requirements Analysis

Special Item Number 871-3 System Design, Engineering and Integration

Special Item Number 871-4 Test and Evaluation

Special Item Number 871-6 Acquisition and Life Cycle Management

871-1 Strategic Planning For Technology Programs / Activities

Services available under this SIN involve the definition and interpretation of high-level organizational engineering performance requirements such as projects, systems, missions, etc., and the objectives and approaches to their achievement. Typical associated tasks include, but are not limited to an analysis of mission, program goals and objectives, requirements analysis, organizational performance assessment, special studies and analysis, training, privatization and outsourcing.

Example:

So, for the first phase of your satellite project, the engineering team must define the project, create goals, and determine the requirements for the new satellite. Here are a few possibilities that they might come up with:

Formulating the Mission: *Your agency has a need for determining soil moisture levels using satellite remote sensing. Although the primary use for the data is intended for prediction of crop output, there may also be a tactical military use for the data. A feasibility study based on a series of mission concepts is required to determine the overall proposed approach and the minimum resolution to meet primary and secondary mission requirements.*

Defining Program Goals: *The next step involves defining the goals of the project. Based on the feasibility/conceptual design studies and a better understanding of overall mission requirements, your agency will now need to define mission requirements and develop an overall mission architecture. This overall mission architecture will translate into the goals you want accomplished. The products from this task will be an initial requirements document and a presentation package to be used in seeking approval to proceed with development of an acquisition package.*

Determining Project Requirements: *Here, the decisions will be made about: Specific orbit, resolution, bandwidth and frequency range, data volume and latency, launch vehicle size, overall schedule and budget, etc.*

871-2 Concept Development and Requirements Analysis

Services available under this SIN involve abstract or concept studies and analysis, requirements definition, preliminary planning, the evaluation of alternative technical approaches and associated costs for the development or enhancement of high level general performance specifications of a system, project, mission or activity. Typical associated tasks include, but are not limited to requirements analysis, cost/cost-performance trade-off analysis, feasibility analysis, regulatory compliance support, technology conceptual designs, training, privatization and outsourcing.

Example:

Meanwhile, the program office developing the satellite mission requirements has been really busy. Now that the mission requirements have been established and approval obtained to proceed with the project, a specific spacecraft, remote sensing payload, and ground system concept must be selected from a range of viable options. Your agency may perform the system definition study to develop the conceptual design with assistance from contractors, or may utilize contractors to develop even more detailed functional and performance requirements and interface requirements to be included in a competitive procurement package.

871-3 System Design, Engineering and Integration

Services available under this SIN involve the translation of a system (or subsystem, program, project, activity) concept into a preliminary and detailed design (engineering plans and specifications), performing risk identification/analysis/mitigation, traceability, and then integrating the various components to produce a working prototype or model of the system. Typical associated tasks include, but are not limited to computer-aided design, design studies and analysis, high level detailed specification preparation, configuration management and document control, fabrication, assembly and simulation, modeling, training, privatization and outsourcing.

Example: The navigation satellite concept produced in the preceding stage will be converted to a detailed engineering design package, performance will be computer simulated and a working model will be built for testing and design verification.

Example:

Now that the system concept has been finalized and approved to proceed with procurement or development has been obtained, our company may utilize the PES contract to perform a wide range of activities including but not limited to:

- *Obtain preliminary and detailed design packages for a system, subsystem, or assembly.*
- *Perform multidisciplinary analysis and detailed trade studies involving mass, power, data rates, etc.*
- *Conduct risk identification and analysis, develop mitigation plans and track progress.*
- *Develop detailed models and simulations to determine optimal solar array sizing or assess the impact of moving parts on stability and pointing accuracy.*
- *Design and fabricate prototype components or assemblies to achieve performance or cost savings.*
- *Provide analysis and engineering oversight of prime contractors or suppliers.*
- *Inappropriate use of this SIN is providing professional engineering services not specifically related to concept development and requirements analysis and its associated disciplines.*

871-4 Test and Evaluation

Services available under this SIN involve the application of various techniques demonstrating that a prototype system (subsystem, program, project or activity) performs in accordance with the objectives outlined in the original design. Typical associated tasks include, but are not limited to testing of a prototype and first article(s) testing, environmental testing, independent verification and validation, reverse engineering, simulation and modeling (to test the feasibility of a concept), system safety, quality assurance, physical testing of the product or system, training, privatization and outsourcing.

Example:

Moving forward with our satellite scenario, our engineering team must perform functional and environmental tests to determine that all delivered systems and subsystems meet the performance and interface requirements, can be operated together to achieve the mission requirements, and can survive in the harsh space environment.

Typical Activities may include:

- *Developing test plans and procedures*
- *Providing test conductors and monitoring teams for structural, acoustic, thermal, magnetic and other environmental testing.*
- *Reviewing prime contractor test plans and procedures against mission and detailed requirements to ensure that all necessary parameters and combinations of events have been evaluated by the plan*
- *Analyzing test results and assisting in anomaly resolution*
- *Designing and manufacturing special purpose ground support equipment*
- *Witnessing first article testing at vendor site*

871-6 Acquisition and Life Cycle Management

Services available under this SIN involve all of the planning, budgetary, contract and systems/program management execution functions required to procure and/or produce, render operational and provide life cycle support (maintenance, repair, supplies, engineering specific logistics) to technology-based systems, activities, subsystems, projects, etc. Typical associated tasks include, but are not limited to operation and maintenance, program/project management (including, but not limited to, construction management) technology transfer/insertion, training, privatization and outsourcing.

Example:

For the satellite project, the agency may need an unbiased third party for oversight or review, the development of procurement documents, and technical assessments of the following; received proposals; overall budget; performance measurement; scheduling; and program documentation support. Many of these activities may be included as elements of SINs 871-1 through 871-5, or may be specifically segregated under this SIN to provide clear avoidance of organizational conflict of interest.

2.0 Examples of Electrical Engineering Services Offered

Planning, design, development, evaluation and operation of electrical principles, models, and processes. It includes, but is not limited to, the design, fabrication, measurement and operation of electrical devices, equipment and systems (e.g., signal processing; telecommunication; sensors, microwave, and image processing; micro-fabrication; energy systems and control; micro-and nano-electronics; plasma processing; laser and photonics; satellites, missiles and guidance systems, space vehicles, fiber optics, robotics, etc.).

Within the electrical engineering discipline, there are several specialties within the scope of this work; a partial listing follows:

<ul style="list-style-type: none"> Aerospace and Electronic Systems ✓ Circuits and Systems ✓ Computer ✓ Dielectrics and Electrical Insulation ✓ Remote Sensing ✓ Information Theory ✓ Lasers & Electro-Optics ✓ Nuclear and Plasma Sciences ✓ Power Electronics ✓ Reliability ✓ Solid-State Circuits ✓ Vehicular Technology ✓ Signal Processing on Social Implications of Technology 	<ul style="list-style-type: none"> ✓ Antennas and Propagation ✓ Communications ✓ Consumer Electronics ✓ Education ✓ Engineering Management ✓ Industrial Electronics ✓ Intelligent Transportation Systems ✓ Magnetics ✓ Neural Networks Council ✓ Robotics & Automation ✓ Systems, Man, and Cybernetics ✓ Ultrasonics, Ferroelectrics, and Frequency Control 	<ul style="list-style-type: none"> ✓ Broadcast Technology ✓ Components Packaging, & Manufacturing Technology ✓ Control Systems ✓ Electromagnetic Compatibility ✓ Industry Applications ✓ Instrumentation and Measurement ✓ Microwave Theory and Techniques ✓ Oceanic Engineering ✓ Professional Communication
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3.0 Customer Information

This award covers the following Special Interest Item Numbers (SINs) and Professional Engineering Disciplines (PEDs) as follows:

<u>SIN's Offered*</u>	<u>PED's Offered**</u>
871-1 Strategic Planning for Technology Programs/Activities	Electrical
871-2 Concept Development and Requirements Analysis	Electrical
871-3 System Design, Engineering and Integration	Electrical
871-4 Test and Evaluation	Electrical
871-6 Acquisition and Life Cycle Management	Electrical

*Special Item #'s

**Primary Engineering Disciplines

1. Labor Categories/Rates. ISTE is offering nine (9) labor categories. These labor categories are the same for all SINs. Labor categories and hourly rates are included in this price list. A 3.89% annual escalation (yearly) applies to this contract.

2. ODC's. For each SIN, ISTE will have to determine ODC's on an individual order basis. There is no reasonable way to estimate anticipated travel and ODC's on any given contract. These costs are calculated at actual cost according to Joint Travel Regulations and in line with allocable cost and include G&A added to the actual cost in accordance with ISTE's accounting practices. ODC's will be a separate line item in each individual task order/contract.

3. Industrial Funding Fee. ISTE includes an Industrial Funding Fee of 0.75% in the labor rates included in this price list.

4. Government Discount, Prompt Payment Discount, Quantity Discount. None

5. Maximum Order. The total dollar value of any order places under this contract will be \$750,000 except for the requirements exceeding the Maximum Order which will be processed in accordance with Clause I-FSS-125. (Oct 1977)

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

7. Security Clearances. ISTE has employee's available holding security clearances through Top Secret & SSBI level, and the cage code is 1B5A1.

8. Inappropriate use of the contract. The contract shall only be used for the services listed..

9. **Contractor's Ordering Address:**
Independent System and Technical Evaluations
25550 Hawthorne Blvd., #115
Torrance, CA 90505

Contract Administrator

ISTE, Inc.
25550 Hawthorne Blvd., #115
Torrance, CA 90505
Attn: Linda Robbins
Phone: (310) 373-8183
Fax: (310) 373-8118
lindarobbins@isteinc.com

Program Administrator

ISTE, Inc.
25550 Hawthorne Blvd., #115
Torrance, CA 90505
Attn: Edward Lassiter
Phone: (310) 373-8183
Fax (310) 373-8118
edwardlassiter@isteinc.com

10. **Payment Information:**

Mail-In

ISTE, Inc.
25550 Hawthorne Blvd., #115
Torrance, CA 90505
Telephone: (310) 373-8183

Electronic Funds Transfer (EFT)

Independent System and Technical Evaluations
Bay Cities National Bank
ABA 122239270
Account Number 005504451

11. **Data Universal Numbering System (DUNS) Number:** 96-380-5338

12. Notification regarding registration in Central Contractor Registration (CCR) database. ISTE registered with the Central Contracting Registration. Our Cage Code is 1B5A1.

4.0 PES General Information

1. Contract Overview

ISTE has been awarded a GSA Federal Supply Schedule contract for Professional Engineering Services (PES), Contract No. GS-23F-0140S. The contract period is from 31 March 2006 to 31 March 2011. GSA may exercise an additional five-year option period at the end of this base period. The contract provides for task orders to be placed on a Firm Fixed Price, Fixed Price Level of Effort or Time & Materials basis using the labor categories and ceiling rates defined for this contract.

2. Contract Use

This contract is available for use by all federal government agencies as a source for Professional Engineering Services for Worldwide use.

5.0 Ordering Procedures For Services

When ordering services, ordering offices shall:

1. Prepare a Request for Quotes:

- 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 requirement (i.e., security clearances, travel, special knowledge, etc.) should be prepared.

- b. A request for quotes should be prepared which includes the statement of work and requests the contractors to submit either a firm-fixed price or Time and Material NTE price to provide the services outlined in the statement of work. A firm-fixed price or time and material order shall be requested. If a time and material order is requested, the ordering office should reasonably estimate the extent or duration of the work or anticipated cost with a reasonable degree of confidence. When such a determination is made, a labor hour or time-and-materials quote 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 or the services ordered, unless the order provides the 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 materials orders.

- c. The request for quotes may request the contractors, if necessary or appropriate, to 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 quotes 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.

2. Transmit the Request for Quotes to Contractors:

a. Based upon an initial evaluation of catalogs and price lists, 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 contractor's locations, as appropriate).

b. The request for quotes should be provided to three (3) contractors if the proposed order is estimated to exceed the micro-purchase threshold, but not exceed the maximum order threshold. For proposed orders exceeding the maximum order threshold, the request for quotes should be provided to additional contractors that offer services that will meet the agency's needs. Ordering offices should strive to minimize the contractor's costs associated with responding to request for quotes for specific orders.

3. Evaluate quotes and select the contractor to receive the order:

After responses have been evaluated against the factors identified in the request for quotes, 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. Blanket Purchase Agreements

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 inform contractors in the request for quotes (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.

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 alternatives to meet the agency's needs should be awarded the BPA.

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 procedures in 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.

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. Small Business

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. Task Records and Documentation

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 contractor's quotes 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.

7. Special Provisions for Task Orders

Agencies may incorporate provisions in their task order that are essential to their requirements (e.g. security clearances, special handling, key personnel, etc.). These provisions when required will be included in individual task orders. Any cost necessary for the contractor to comply with the provision(s) will be included in the task order proposal, unless otherwise prohibited by law. Contractors are strongly encouraged to price items in the contract to the maximum extent practicable.

6.0 ISTE GSA Labor Rates Offered

<u>Labor Category</u>	<u>2006 Hourly Rates</u>	<u>2007 Hourly Rates</u>	<u>2008 Hourly Rates</u>	<u>2009 Hourly Rates</u>	<u>2010 Hourly Rates</u>
Engineer	69.82	72.54	75.36	78.29	81.33
Senior Engineer	109.72	113.99	118.42	123.03	127.81
Senior Systems Engineer	123.68	128.49	133.49	138.68	144.08
Principal Engineer	145.62	151.28	157.17	163.28	169.64
Engineering Specialist 1	176.54	183.41	190.54	197.95	205.65
Engineering Specialist 2	207.46	215.53	223.91	232.62	241.67
Executive Specialist 1	235.39	244.55	254.06	263.94	274.21
Executive Specialist 2	299.23	310.87	322.96	335.53	348.58
Executive Specialist 3	448.84	466.30	484.44	503.28	522.86

7.0 ISTE Labor Categories Offered

Engineer
Senior Systems Engineer
Principal Engineer
Engineering Specialist 1
Engineering Specialist 2
Executive Specialist 1
Executive Specialist 2
Executive Specialist 3

Commercial Job Title: Engineer

Minimum/General Experience: Under supervision, assists in defining and executing systems engineering activities within a project.

Functional Responsibility:

1. Performs systems engineering planning, performance management, capacity planning, test planning, conducts tests, verification and validation, develops simulation tools, defines interfaces between systems segments, verification and validation, benchmarking, information engineering.
2. Development and staffing of a systems engineering management plan.
3. Supports a Systems Engineer, as required.
4. Analyzes and develops technical documentation detailing the integration and system performance.

Minimum Education: Bachelor's Degree and two (2) years of general experience or a Master's Degree is required.

Commercial Job Title: Senior Engineer

Minimum/General Experience: Under supervision, assists in defining and executing systems engineering activities within a project.

Functional Responsibility:

1. Performs systems engineering planning, performance management, capacity planning, test planning, conducts tests, verification and validation, develops simulation tools, defines interfaces between systems segments, verification and validation, benchmarking, and information engineering.
2. Development and staffing of a systems engineering management plan.
3. Supports a Systems Engineer, as required.
4. Analyzes and develops technical documentation detailing the integration and system performance.

Minimum Education: Bachelor's Degree and five (5) years of general experience, or a Master's Degree and three (3) years of general experience, or a PhD is required.

Commercial Job Title: Senior Systems Engineer

Minimum/General Experience: In addition to performing the above tasks as an individual contributor, acts as a lead in defining and executing systems engineering activities within a project. These activities may consist of systems planning, performance management, capacity planning, test planning, testing, verification and validation, benchmarking, information engineering, and development and staffing of a systems engineering management plan

Functional Responsibility:

1. Performs systems engineering planning, performance management, capacity planning, testing and validation, benchmarking, performance trade-offs, flow down requirements, analysis of interfaces, and information engineering.
2. Development and staffing of a systems engineering management plan.
3. Supports other Sr. System Engineers and Program Managers, as required.
4. Analyzes and develops technical documentation detailing the integration and system performance.
5. Coordinates the activities of Senior Engineers and Engineers assigned to specific systems engineering projects.

Minimum Education: Bachelor's Degree and eight (8) years of general experience, or a Master's Degree and five (5) years of general experience, or a PhD three (3) years of general experience is required.

Commercial Job Title: Principal Engineer

Minimum/General Experience: Independently performs a variety of system design and engineering tasks which are broad in nature and are concerned with design and implementation of major enterprise systems development and integration, including supporting personnel, hardware, software, and support facilities and/or equipment. Supervises team of Sr. System Engineers through project completion and is considered a Subject Matter Expert (SME) in one or more specific areas of computer system design and networking.

Functional Responsibility:

1. Plans and performs systems engineering research, design development, and other assignments in conformance with system and network design, engineering, and customer specifications.
2. Investigates urgent technical problems and assembles major briefings or reports. Identifies issues, prioritizes tasks, and organizes efforts for senior management or the customer.
3. Supervises team of Sr. System Engineers & Senior Engineers.
4. Responsible for highly complex technical/engineering projects.
5. Coordinates the activities of Sr. System Engineers & Senior Engineers.
6. Is the lead technical authority on the project.

Minimum Education: Bachelor's Degree and eleven (11) years of general experience, or a Master's Degree and eight (8) years of general experience, or a PhD and six (6) years of general experience is required.

Commercial Job Title: **Engineering Specialist 1**

Minimum/General Experience: Nine (9) to fourteen (14) years of responsible engineering discipline, including significant contributions to major systems development.

Functional Responsibility: Performs top-level systems architectural planning and analysis. Works across organizational boundaries using technical authority and leadership. Interfaces with senior government personnel and top-management when advising on the impact of developments within major systems.

Minimum Education: Bachelor's Degree and fourteen (14) years of general experience, or a Master's Degree and eleven (11) years of general experience, or a PhD and nine (9) years of general experience is required.

Commercial Job Title: **Engineering Specialist 2**

Minimum/General Experience: Twelve (12) to seventeen (17) years of responsible engineering discipline, including significant contributions to major space system development.

Functional Responsibility: Performs top-level systems architectural planning and analysis. Works across organizational boundaries using technical authority and leadership. Interfaces with senior government personnel and top-management when advising on the impact of developments within major systems.

Minimum Education: Bachelor's Degree and fifteen (17) years of general experience, or a Master's Degree and twelve (14) years of general experience, or a PhD and eight (12) years of general experience is required.

Commercial Job Title: **Executive Specialist 1**

Minimum/General Experience: Fifteen (15) to twenty (20) years of top-management or corporate level experience on several programs.

Functional Responsibility: Works with corporate management to define strategic plans for major system developments. Identifies risks and issues for such undertakings, brings broad knowledge and experience in systems engineering to bear on approaches to major corporate undertakings.

Minimum Education: Bachelor's Degree and twenty (20) years of experience, or a Master's Degree and seventeen (17) years of general experience, or a PhD and fifteen (15) years of general is required.

Commercial Job Title: **Executive Specialist 2**

Minimum/General Experience: Eighteen (18) to twenty five (25) years of top-management or corporate level experience on several programs.

Functional Responsibility: Works with corporate management to define strategic plans for major developments. Identifies risks and issues for such undertakings. Brings broad knowledge and experience is system engineering to bear on approaches to major corporate undertakings.

Minimum Education: Bachelor's Degree and twenty five (25) years of general experience, or a Master's Degree and twenty five (20) years of general experience, or a PhD and eighteen (18) years of experience is required.

Commercial Job Title: **Executive Specialist 3**

Minimum/General Experience: Twenty plus (20+) to Thirty plus (30+) years of top-management or corporate level experience on several programs.

Functional Responsibility: Works with corporate management to define strategic plans for major system developments. Identifies risks and issues for such undertakings, brings broad knowledge and experience in systems engineering to bear on approaches to major corporate undertakings.

Minimum Education: Bachelor's Degree and thirty plus (30+) years of experience, or a Master's Degree and twenty five plus (25+) years of general experience, or a PhD and twenty plus (20+) years of general is required.