



9009 Goshen Valley Drive
Gaithersburg, Maryland 20882
202-558-0209 (Office)
301-987-0471 (Fax)
www.SERDI-LLC.com

Contract Number: GS-00F-0006T

Contract Period: July 10, 2007 through July 09, 2012

GENERAL SERVICE ADMINISTRATION

Federal Supply Service

AUTHORIZED FEDERAL SUPPLY SCHEDULE PRICELIST

Schedule C - Consolidated Schedule
Federal Supply Group: CORP
Contract Number: GS-00F-0006T

For more information on ordering from Federal Supply Schedules
Click on the FSS Schedule Button at <http://www.fss.gsa.gov>

CONTRACT PERIOD: JULY 10, 2007 THROUGH JULY 09, 2012



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1. CONTRACTOR ORDERING ADDRESS AND PAYMENT INFORMATION

1.1. CONTRACTOR INFORMATION:

Ordering and Payment Address:

Company Information: Systems Engineering Research Development Institute
dba - SERDI-LLC
Company Address: 9009 Goshen Valley Drive
Gaithersburg, Maryland 20882
Telephone: 202-558-0209/301-987-0146
Fax: 301- 987 - 0471
Website: www.SERDI-LLC.com
Business Size: Small, Disadvantaged, 8(a), Woman Owned Business

1.2. CONTRACT ADMINISTRATOR

Sabrina Poole sbbpoole@serdi-llc.com
Tel: 202-558-0209
Fax: 301-987-0471

1.3. TABLE OF AWARDED SPECIAL ITEM NUMBER(S)

- SPECIAL ITEM NO. C D302 -- IT Systems Development Services
- SPECIAL ITEM NO. C D306 -- IT Systems Analysis Services
- CR 499 (SIN 874-1: Consulting Services, SIN 874-7 Program Integration and Project Management Services)

1.4. GOVERNMENT PRICING

Identification of the lowest priced model number and lowest unit price for that model for each special item number awarded in the contract. The price is the Government price based on the unit of one, exclusive of any quantity/dollar volume, prompt payment, or any other concessions affecting price. Those contracts that have unit prices based on the geographic location of the customer should show the range of the lowest price, and cite the areas to which the prices apply.



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1.5. MAXIMUM ORDER

1.5.1. MAXIMUM ORDER IT SCHEDULE 70

\$500,000.00

1.5.2. MAXIMUM ORDER MOBIS

\$1,000,000.00

1.6. MINIMUM ORDER

1.6.1. MINIMUM ORDER IT SCHEDULE 70

\$100.00

1.6.2. MINIMUM ORDER MOBIS

\$100.00

1.7. GEORGRAPHIC COVERAGE

Domestic only

1.8. POINT(S) OF PRODUCTION (CITY, COUNTY, AND STATE OR FOREIGN COUNTRY)

**9009 Goshen Valley Drive
Gaithersburg, Maryland 20882**

1.9. DISCOUNT FROM LIST PRICES OR STATEMENT OF NET PRICE

Government net prices (discounts already deducted) - Price at the end of document.

1.10. QUANTITY DISCOUNTS

None offered.

1.11. PROMPT PAYMENT TERMS

Net 30 days.



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1.12. GOVERNMENT PURCHASE CARDS

Government purchase cards are accepted at or below the micro-purchase threshold.

1.13. GOVERNMENT PURCHASE CARDS NOTIFICATION

For notification on whether Government purchase cards are accepted above the micro-purchase threshold, contact the Contractor.

1.14. TIME OF DELIVERY:

Specified on the Task order

1.15. FOB POINT(S)

Destination

1.16. ORDERING

a. Ordering Address(es)

9009 Goshen Valley Drive
Gaithersburg, Maryland 20882

b. Ordering Procedures

For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPS's), and a sample BPA can be found at the GSA/FSS Schedule homepage (fss.gsa.gov/schedules),

1.17. PAYMENT ADDRESS

**9009 Goshen Valley Drive
Gaithersburg, Maryland 20882**

1.18. WARRANTY PROVISION

Contractor's standard commercial warranty

1.19. TERMS AND CONDITIONS OF GOVERNMENT PURCHASE CARD ACCEPTANCE (ANY THRESHOLDS ABOVE THE MICRO-PURCHASE LEVEL)

Contact Contractor



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1.20. CAGE CODE

3DNK4

1.21. DATA UNIVERSAL NUMBERING SYSTEM (DUNS) NUMBER

11-7735378

1.22. NOTIFICATION REGARDING REGISTRATION IN CENTRAL CONTRACTOR REGISTRATION (CCR) DATABASE

Registered

1.23. FIRM FIXED PRICE (FFP)

Contractor will accept FFP

1.24. GOVERNMENT AWARDED PRICES (NET PRICES)



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1.25. COMPLETION OF STANDARD FORM 279:

Block 9: G. Order/Modification Under Federal Schedule
Block 16: Data Universal Numbering System (DUNS) Number: 117735378
Block 30: Type of Contractor: Small Disadvantaged Woman
Block 31: Woman - Owned Small Business: Yes
Block 36: Contractor's Taxpayer Identification Number (TIN): 03-039-6694

1.26. 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/>.



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2. DEFINITION OF LABOR CATEGORIES - IT SCHEDULE 70

Job Title: Senior IT Manager

Minimum/General Experience: This position requires a minimum of fifteen years IT experience including responsibilities in Information Systems Management, development of Strategic Programs at the Department level, Technical Architectures, Acquisition Planning, and Organizational Design.

Functional Responsibilities: Provides enterprise-level technical guidance and direction to technical teams. Has the industry perspective to identify technology trends and determines ways to apply them to customer problems. Approximately 50% of time is devoted to developing technical solutions. Serves as the overall manager and administrator for enterprise-wide strategic programs. Serves as the primary interface and point of contact with senior government program authorities and representatives on critical issues. Manages acquisition and employment of strategic program resources. Manages and controls financial and administrative aspects of the program with respect to contract requirements.

Minimum Education: A Master's Degree in Computer Science, Information Systems, Mathematics, Engineering, Statistics, or Business Administration from an accredited college or university. A Bachelor's Degree in Computer Science, Information Systems, Mathematics, Engineering, Statistics, or Business Administration from an accredited college or university and nineteen years of experience

Job Title: IT Manager

Minimum/General Experience: This position requires a minimum of twelve years IT experience including increasing responsibilities in Information Systems design and management.

Functional Responsibilities: Provides department-level technical guidance and direction to technical teams. Has the industry perspective to identify technology trends and determines ways to apply them to customer problems. Approximately 50% of time is devoted to developing technical solutions. Serves as the overall manager and administrator for department-level program efforts. Serves as the primary interface and point of contact with government program authorities and representatives on program issues. Supervises program operations by implementing procedures for planning and directing the execution of the technical, programming, maintenance, and administrative support efforts and monitoring and reporting progress. Manages acquisition and employment of program/project resources. Manages and controls financial and administrative aspects of the program/project with respect to contract requirements. May be supervised by a Senior IT Manager.



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Minimum Education: A Master's Degree in Computer Science, Information Systems, Mathematics, Engineering, Statistics, or Business Administration from an accredited college. A Bachelor's Degree in Computer Science, Information Systems, Mathematics, Engineering, Statistics, or Business Administration from an accredited college and fourteen years of experience.

Job Title: Technical Manager

Minimum/General Experience: This position requires a minimum of twelve years experience including experience with the logical and physical functional, operational, and technical architecture of large and complex information systems.

Functional Responsibilities: Provides technical direction and review of enterprise wide development tasks, including the review of work products for correctness, adherence to the design concept and to user standards. Approximately 85% of time is devoted to developing technical solutions. Coordinates with appropriate levels to ensure problem solution and user satisfaction. Make recommendations, if needed, for approval of major systems installations. Prepares presentations on the system concept to colleagues, subordinates, and end user representatives. Acts as the technical lead for the contract effort. Serves as the technical interface and point of contact with Government program authorities and representatives on technical issues. Provides support on program/project operations by reviewing procedures, planning, and execution of the technical, programming, and maintenance effort and monitoring and reporting progress.

Minimum Education: A Bachelor's Degree in Computer Science, Information Systems, Engineering, Mathematics, or Business Administration.

Job Title: Associate Technical Manager

Minimum/General Experience: This position requires a minimum of six years experience with the logical and physical functional, operational, and technical architecture of large and complex information technology systems.

Functional Responsibilities: Provides technical support and assistance with enterprise wide development tasks, including the review of work products to assure correctness, and adherence to design concept and user standards. Approximately 90% of time is devoted to developing technical solutions. Implements recommendations as approved. Prepares presentations on the system concept to colleagues, subordinates, and end user representatives.

Minimum Education: A Bachelor's Degree in Computer Science, Information Systems, Engineering, Mathematics, or Business Administration or An Associates Degree or Technical



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Certificate in Computer Science, Information Systems, Engineering, Mathematics, or Business Administration and 10 years general experience.

Job Title: Program Manager

Minimum/General Experience: This position requires a minimum of ten years IT experience including increasing responsibilities in Information Systems design and management.

Functional Responsibilities: Provides program-level technical guidance and direction to technical teams. Monitors technology trends and determines ways to apply them to customer problems. Approximately 75% of time is devoted to developing technical solutions. Serves as the primary interface and point of contact with Government program authorities and representatives on delivery/task order issues. Supervises operations by developing procedures, planning, and directing execution of the technical, programming, maintenance and administrative support effort and monitoring and reporting progress. Manages acquisition and employment of resources. Manages and controls financial and administrative aspects with respect to delivery/task order requirements.

Minimum Education: A Bachelor's Degree in Computer Science, Information Systems, Mathematics, Engineering, Statistics, or Business Administration from an accredited college or university.

Job Title: Project Manager

Minimum/General Experience: This position requires a minimum of twelve years experience dealing with modern information technology systems. Experience includes increasing responsibilities in the support of Information Systems design and management.

Functional Responsibilities: Provides project-level technical guidance and direction to technical teams. Monitors technology trends and determines ways to apply them to customer problems. Approximately 75% of time is devoted to developing technical solutions. Assists in supervising and directing the technical, maintenance, administrative and programming support functions of information technology systems. Monitors and reports systems progress. Make recommendations on the acquisition and employment of resources. Assists in the management and documentation of all financial and administrative aspects with respect to delivery/task order requirements.

Minimum Education: A Bachelors Degree in Computer Science, Information Systems, Mathematics, Engineering, Statistics, or Business Administration from an accredited college or university.



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Job Title: Senior Project Administrator

Minimum/General Experience: This position requires a minimum of six years experience in general accounting or management activities of IT projects. Must demonstrate the ability to work independently or under only general direction.

Functional Responsibilities: Directs all financial management and administrative activities, such as budgeting, manpower, and resource planning and financial reporting in support of IT Projects. Performs complex evaluations of existing procedures, processes, techniques, models, and/or systems related to management problems or contractual issues, which would require a report and recommend solutions. Develops work breakdown structures, prepare charts, tables, graphs, and diagrams to assist in analyzing problems. Provides daily supervision and direction to staff. All work performed in support of IT Projects.

Minimum Education: A Bachelor's Degree in Computer Science, Information Systems, Engineering, Accounting, Mathematics, or Business Administration. With nine years of general experience, a degree is not required.

Job Title: Project Management Specialist

Minimum/General Experience: This position requires a minimum of two years project experience, at least one in a government contracting environment. Basic knowledge of MS Project. Works with limited supervision and direction. Required to use judgment and initiative in problem solving.

Functional Responsibilities: Assists in the preparation of management plans and reports in support of IT projects. Coordinates schedules to facilitate completion of contract deliverables, task order review, briefings/presentations, and In Process Review (IPR) preparation. Performs analysis, development, and review of program administrative operating procedures. All work performed in support of IT projects. Ability to research issues and provide recommendations.

Minimum Education: A Bachelor's Degree in Computer Science, Information Systems, Engineering, Accounting, Mathematics, or Business Administration. An Associate's Degree in Computer Science, Information Systems, Engineering, Accounting, Mathematics, or Business Administration and five years of experience.

Job Title: Technical Director

Minimum/General Experience: This position requires a minimum of seven years experience with the logical and physical functional, operational, and technical architecture of large and complex information systems.



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Functional Responsibilities: The overall technical lead for the contract effort. Serves as the primary technical interface and point of contact with Government program authorities and representatives on technical issues. Establishes system information requirements in the development of enterprise-wide or large-scale information systems. Designs architecture to include the software, hardware, and communications to support the total requirements as well as provide for present and future cross- functional requirements and interfaces.

Minimum Education: A Master's Degree in Computer Science, Information Systems, Engineering, Mathematics, or Business Administration. A Bachelors Degree in Computer Science, Information Systems, Engineering, Mathematics, or Business Administration and nine years of general experience is required.

Job Title: Senior Subject Matter Consultant

Minimum/General Experience: This position requires a minimum of twenty years professional experience in the subject matter being addressed and a minimum of five years of experience applying current information technology to the subject matter. This individual should be highly regarded by the professional community in which he/she practices, with possible university and/or research institute affiliation.

Functional Responsibilities: Provide expert analysis of complex information technology related problems and, when applicable, the application of modern data collection, storage, manipulation and reporting techniques to solving those problems. Prepare technical reports identifying results of technical studies and makes recommendations on appropriate actions to take.

Minimum Education: Ph.D. in Physics, Engineering, Computer Science, Information Systems, Mathematics, or Business Administration. A Masters Degree in Engineering, Computer Science, Information Systems, Mathematics, or Business Administration plus twenty-five years experience.

Job Title: Senior Technical Consultant

Minimum/General Experience: This position requires a minimum of fifteen years professional experience in the subject matter being addressed and a minimum of three years of experience applying current information technology to the subject matter. Demonstrated ability to work under only general direction.

Functional Responsibilities: Analyzes functional business applications and design specifications for functional activities. Develops block diagrams and logic flow charts. Translates detailed design into computer software. Tests, debugs, and refines the computer software to produce the required product. Prepares required documentation, including both



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program-level and user-level documentation. Enhances software to reduce operating time or improve efficiency. Provides technical direction to programmers to ensure program deadlines are met.

Minimum Education: A Masters Degree in Engineering, Computer Science, Information Systems, Mathematics, or Business Administration or a Bachelor’s Degree in Computer Science, Information Systems, Engineering, Mathematics, or Business Administration plus twenty years experience.

Job Title: Technical Consultant

Minimum/General Experience: This position requires a minimum of ten years professional experience in the subject matter being addressed and a minimum of one year of experience applying current information technology to the subject matter.

Functional Responsibilities: Technical Consultants provide specialized knowledge of system requirements and programming specifications. They design solutions based on customer needs and technical considerations. They analyze job tasks, organizational structure and user requirements to provide system-wide solutions. They apply analytical expertise to assist in defining, analyzing, validating, and documenting complex operating environments, states of technology, and current processes.

Minimum Education: Bachelor Degree in Electrical Engineering, Computer Science, Information Systems, Mathematics, or Business Administration or with fifteen years experience a degree is not required.

Job Title: Senior Systems Engineer

Minimum/General Experience: This position requires a minimum of eight years of directly related information technology experience.

Functional Responsibilities: Works directly with management and senior staff. Directs the work of project teams and lower-level engineers. Provides project-level direction in designing systems and subsystems. Ensures adherence with standards and industry best practices to assure compliance with project requirements.

Minimum Education: A Masters Degree in Engineering, Computer Science, Information Systems, or Mathematics or a Bachelor’s Degree in Computer Science, Information Systems, Engineering, or Mathematics plus twelve years experience.

Job Title: Systems Engineer



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Minimum/General Experience: This position requires a minimum of two years of directly related information technology experience.

Functional Responsibilities: Provides support to senior staff. Work as part of a project team. Performs engineering analysis and design tasks as they relate to information technology systems. Prepares specifications and designs, and implements solutions. May design subsystems; assists in developing standards. Performs complex engineering analysis.

Minimum Education: A Bachelors Degree in Engineering or Information Systems, or An Associate Degree in Engineering Information Systems and six years of experience.

Job Title: Senior Programmer/Analyst

Minimum/General Experience: This position requires a minimum of seven years programming experience including two years experience in the programming language being used.

Functional Responsibilities: Applies logical analyses for test and evaluation on all programs within a system wide scope. Performs comprehensive analyses of hardware/software concepts, designs and test requirements. Reviews, analyzes, integrates and conducts test and evaluation of government and/or contractor generated source data and develops interim documentation. Performs system wide concept formulation, system design analysis and subsystems design analysis. Responsible for assisting in the development of project plans, guidelines and controls.

Minimum Education: Bachelor Degree in Electrical Engineering, Computer Science, Information Systems, Mathematics, or Business Administration. With eleven year's general experience, a degree is not required.

Job Title: Programmer/Analyst

Minimum/General Experience: This position requires a minimum of five years programming experience.

Functional Responsibilities: Applies logical analyses for test and evaluation on all programs within functional module scope. Performs comprehensive analyses of hardware/software concepts, designs and test requirements. Reviews, analyzes, integrates and conducts test and evaluation of government and/or contractor generated source data and develops interim documentation. Performs module concept formulation, module design and analysis. Responsible for modules, segments or phases of broader, more complex projects.



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Minimum Education: A Bachelor's Degree in Computer Science, Information Systems, Engineering, or Business Management Sciences. With seven year's general experience, a degree is not required.

Job Title: Senior Scientist

Minimum/General Experience: A minimum of seven years of experience in fundamental or applied research in a scientific discipline, and a minimum of two years experience in the application of current information technology to the individual's specialty.

Functional Responsibilities: The overall scientific lead for the contract effort. Serves as the primary scientific interface and point of contact with Government program authorities and representatives on scientific issues and the application of available resources to solve problem related issues. Interacts with technical personnel to assure appropriate and beneficial application of automated information technology to scientific projects. Establishes requirements for scientific research. Ensures that contract effort benefits from a broad range of scientific disciplines.

Minimum Education: A Master's Degree in Computer Science, Information Systems, Engineering, Mathematics, or Business Administration. A Bachelors Degree in Computer Science, Information Systems, Engineering, Mathematics, or Business Administration and nine years of general experience is required.

Job Title: Senior Data Architect

Minimum/General Experience: A minimum of twelve years of experience, and a minimum of two years experience in the application of current information technology to the individual's specialty.

Functional Responsibilities: Performs data architecture design and implementation for enterprise wide information systems in conformance with enterprise wide data policy, procedures, standards and guidelines. Conducts impact assessments on enterprise wide information systems to determine application integration potential and compatibility with the enterprise architecture. Provides technical assistance related to data administration. Participates in the conceptual design/redesign of data base systems and logical models for use in business systems reengineering. Provides technical guidance on corporate repository and modeling techniques in support of enterprise wide information systems development and maintenance.

Minimum Education: A Master's Degree in Computer Science, Information Systems, Engineering, Mathematics, or Business Administration. A Bachelors Degree and fourteen years general experience.



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2.1. PRICING FOR IT SCHEDULE 70 SERVICES

IT Schedule 70 Labor Rates (including 0.75% IFF)

Labor Category	Hourly Rate
Senior IT Manager	\$207.15
IT Manager	\$179.39
Technical Manager	\$131.12
Associate Technical Manager	\$88.33
Program Manager	\$112.64
Project Manager	\$100.44
Senior Project Administrator	\$61.51
Project Management Specialist	\$66.87
Technical Director	\$149.49
Senior Subject Matter Consultant	\$216.79
Sr. Technical Consultant	\$106.56
Technical Consultant	\$80.40
Senior Systems Engineer	\$100.80
Systems Engineer	\$63.84
Senior Programmer / Analyst	\$75.45
Programmer / Analyst	\$56.42
Senior Scientist	\$118.28
Senior Data Architect	\$95.56



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3. MOBIS CONSULTING

3.1. SIN 874-1: CONSULTING SERVICES

SERDI-LLC provides expert advice, assistance, guidance or counseling in support of agencies' mission-oriented business functions. This may include studies, analyses and reports documenting any proposed developmental, consultative or implementation efforts.

Examples of consultation include but are not limited to:

- Strategic, business and action planning
- High performance work
- Process and productivity improvement
- Systems alignment
- Leadership systems
- Organizational assessments
- Cycle time
- Performance measures and indicators
- Program audits, evaluations and customized training

3.2. SIN 874-7 PROGRAM INTEGRATION AND PROJECT MANAGEMENT SERVICES

SERDI-LLC provides management or integration of programs and projects to include but not limited to:

- Program management
- Risk management
- Scheduling and cost control
- Project scope management
- Management of project quality
- Program/project documentation
- Project leadership and communication
- Program oversight
- Project management and program integration of a limited duration
- Organizational design
- Change management



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- Program/project performance measurement

3.3. OTHER MOBIS SERVICES INCLUDE BUT ARE NOT LIMITED TO:

- Quality management
- Business process reengineering
- Strategic and business planning
- Strategic sourcing
- ISO 9000
- Financial management analysis related to an improvement effort
- Statistical Process Control
- Individual and organizational assessments and evaluations
- Process improvements
- Performance measurement
- Development of leadership/management skills
- Training in improving customer service and satisfaction



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4. DEFINITION OF LABOR CATEGORIES - MOBIS

MANAGER	
DESCRIPTION:	Individuals require the training, analytical and programmatic skills, and experience to operate within a complex consulting environment. Must have experience areas such as process analysis, facilitation, cost-benefit analysis, process design and specifications, performance measures, baseline management, feasibility analyses, and transition planning. Equivalent experience may be substituted for a degree. Must have a management background with demonstrated knowledge of a business or management technical discipline.
MINIMUM / GENERAL EXPERIENCE:	Must have a management background with demonstrated knowledge of a business or management technical discipline
FUNCTIONAL RESPONSIBILITY:	Managers typically are responsible for the technical contract management of programs and projects. They interact with various management levels within the operating unit, with other operating units, and with the customer community concerning programs and projects, operational decisions, and contractual clarifications.

Level	Minimum Education	Education Minimum
Level 1	Master's degree	10 years
Level 2	Master's degree	12 years
Level 3	Master's degree	15 years



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SUBJECT MATTER EXPERTS	
DESCRIPTION:	<p>Individuals require the training, analytical and programmatic skills, and experience to operate within a complex consulting environment. Must have experience in process analysis, facilitation, cost-benefit analysis, process design and specifications, performance measures, baseline management, feasibility analyses, and transition planning, Equivalent experience may be substituted for a degree. Subject Matter Experts must possess technical training or equivalent experience in one of the following types of disciplines: business process reengineering, quality management, concept development, requirements development, process analysis, facilitation, cost benefit analysis, process design and specifications, performance measures, baseline management, feasibility analyses, transition planning, modeling, and simulation, quality assurance, business, or management. Specialized knowledge can include, but is not limited to, business process reengineering, knowledge management, human factors, strategic and business planning, surveys, organizational assessments, financial management analysis, change management, and leadership/management development and domain-specific expertise.</p>
MINIMUM / GENERAL EXPERIENCE:	<p>Subject Matter Experts must possess technical training or equivalent experience in one of the following types of disciplines: business process reengineering, quality management, concept development, requirements development, process analysis, facilitation, cost-benefit analysis, process design and specifications, performance measures, baseline management, feasibility analyses, transition planning, modeling, and simulation, quality assurance, business, or management. Specialized knowledge can include, but is not limited to, business process reengineering, knowledge management, human factors, strategic and business planning, surveys, organizational assessments, financial management analysis, change management, and leadership/management development and domain-specific expertise.</p>
FUNCTIONAL RESPONSIBILITY:	<p>Subject Matter Experts provide highly sophisticated knowledge of complex customer processes and requirements. They apply</p>



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	<p>technical expertise to assist in defining, analyzing, validating, and documenting complex process and organizational changes. They conduct complex business, organizational and change investigations through advanced research techniques, analysis, or development phases. As a participant in larger projects, they may provide solutions to a variety of difficult or complex problems. Subject Matter Experts have broadened technical skills or are developing specialized skills, may lead tasks within a project, occasionally lead for entire project, and occasionally supervise less senior staff at the project level</p>
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Level	Minimum Education	Education Minimum
Level 1	Master's degree	8 years
Level 2	Master's degree	10 years
Level 3	Master's degree	12 years
Level 4	Master's degree	15 years



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CONSULTANT	
DESCRIPTION:	Individuals requiring the training, analytical and business skills, and experience to work in a management, organizational, or business process improvement environment focusing on specialized process improvement tasks. Equivalent experience may be substituted for a degree.
MINIMUM / GENERAL EXPERIENCE:	Consultants must possess professional training or equivalent experience in one of the following types of disciplines: process analysis, facilitation, cost-benefit analysis, process design and specifications, performance measures, baseline management, feasibility analyses, transition planning, modeling, and simulation, business process reengineering, business process analysis, information architecture planning and design, quality assurance, business, or management.
FUNCTIONAL RESPONSIBILITY:	Consultants provide analytical, advisory, and implementation services in areas such as concept development, requirements development, process analysis, facilitation, cost-benefit analysis, process design and specifications, performance measures, baseline management, feasibility analyses, transition planning, modeling, and simulation. They design solutions based on customer needs and technical considerations. They analyze job tasks, organizational structure and user requirements to provide improvement solutions. They apply analytical expertise to assist in defining, analyzing, validating, and

Level	Minimum Education	Education Minimum
Level 1	Bachelor's degree	10 years
Level 2	Bachelor's degree	12 years
Level 3	Bachelor's degree	15 years
Level 4	Bachelor's degree	15 years



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Level 5	Bachelor's degree	15 years
Level 6	Bachelor's degree	8 years
Level 7	Master's degree	10 years

ANALYST	
DESCRIPTION:	Individuals requiring the training, analytical and business skills, and experience to work in a management, organizational, or business process improvement environment focusing on specialized process improvement tasks. Equivalent experience may be substituted for a degree.
MINIMUM / GENERAL EXPERIENCE:	Analysts must possess professional training or equivalent experience in one of the following types of disciplines: process analysis, cost-benefit analysis, process design, performance measures, feasibility analyses, business process reengineering, and business process analysis.
FUNCTIONAL RESPONSIBILITY:	Analysts provide analytical and implementation services in areas such as concept and requirements analysis, process analysis, facilitation, cost-benefit analysis, process design, performance measures, baseline management, feasibility analyses, and transition planning. They typically perform the research and analysis required to support the design of solutions based on customer needs and technical Considerations. They analyze job tasks, organizational structure and user requirements to provide improvement solutions.

Level	Minimum Education	Education Minimum
Level 1	Bachelor's degree	Entry Level



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Level 2	Bachelor's degree	2 years
Level 3	Bachelor's degree	3 years
Level 4	Bachelor's degree	4 years



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5. PRICING FOR MOBIS SERVICES

MOBIS Labor Rates (including 0.75% IFF)

Labor Category	Hourly Rate
Manager 3	\$198.99
Manager 2	\$172.33
Manager 1	\$113.62
Subject Matter Expert 4	\$208.25
Subject Matter Expert 3	\$102.36
Subject Matter Expert 2	\$91.80
Subject Matter Expert 1	\$77.24
Consultant 7	\$143.60
Consultant 6	\$125.96
Consultant 5	\$108.20
Consultant 4	\$96.48
Consultant 3	\$84.85
Consultant 2	\$64.23
Consultant 1	\$59.09
Analyst 4	\$72.48
Analyst 3	\$61.32
Analyst 2	\$54.19
Analyst 1	\$48.60



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6. BLANKET PURCHASE AGREEMENT

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
_____	_____
_____	_____
_____	_____

(2) 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.

(6) The following office(s) is hereby authorized to place orders under this BPA:

OFFICE	POINT OF CONTACT
_____	_____
_____	_____
_____	_____



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- (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.

7. 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:



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- 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.