



Schedule for: Professional Services Schedule (PSS)

Engineering, Management & Integration Inc. (EM&I)

Contract No.: GS-10F-0148S
Awarded: 10 February 2006, Modified by P0-0015 on 2 February 2016
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FSC Class: R499
Special Item No.: 874-1, 874-6, 874-7
Contract Period: 10 February 2006 - 09 February 2021
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For more information on EM&I's Federal Practice, visit our website at: <http://www.em-i.com>

GSA Advantage: Online access to contract ordering information, terms and conditions, up-to-date pricing, and the option to create an electronic delivery order are available through GSA Advantage!, a menu-driven database system.

<https://www.gsaadvantage.gov/>

Federal Supply Service: For more information on ordering from Federal Supply Schedules click on the FSS Schedules button at <http://www.fss.gsa.gov/>

Results We Deliver

Every EM&I engagement can be referenced. Our professionals are carefully selected to uphold our core values of partnership, innovation and results. The majority of our business comes from existing customers who have developed a well-founded trust in EM&I. Our clients' business is our business.

Quick Facts

- Founded in 1991
- 10 Employees
- TS Facility Clearance
- 541611 - Primary NAICS

Operations

Washington, D.C.
Herndon, VA
Boston, MA
Columbus, OH

About EM&I

Who We Are

Founded in 1991, Engineering, Management and Integration, Inc. is a small business that maintains offices around the country and employs engineers and management consultants. Our consulting approach helps public- and private-sector organizations manage projects to completion through our unmatched program management experience.

The EM&I team comprises senior industry professionals that average more than 20 years experience in project management and technology consulting. Employees are drawn from a broad base of industry, government, academia and consulting, and many employees have served as executives in industry. We offer the innovative thinking demanded by EM&I clients.

EM&I is ranked in the 500 largest Hispanic-owned businesses in the United States according to Hispanic Business Magazine. Most EM&I employees maintain active Secret-level clearances.

What We Do

EM&I combines the discipline of engineering standards with the expertise of management consulting. This unique combination allows us to help clients create realistic project roadmaps - plans that can be executed within projected time schedules and budgets. EM&I deploys an overall framework for integrating technology resources with business needs, understanding that challenges must be faced as resources permit.

Organizational transformation is not an accident. It is built, by design, upon four pillars:



EM&I provides services in each of these areas to help programs reach their goals.

Governance: Program Management; PMO Planning & Establishment; Project Management (COBIT, PMI); Portfolio Management; IT Asset Measurement & Mgmt.; Decision Making Based on Your Portfolio; Performance Management; Performance Measurement; SEI; Balanced Scorecard; Earned Value Analysis & Mgmt

Strategy: Advisory & Assessment Services; Technology Alignment; Enterprise Planning; Strategic Planning; Tailored Maturity Model & Roadmap Development; Program Review, Evaluation & Evolution

Business Solutions: Life Cycle Management; IT Systems Life Cycle Process; Organizational Development; Process Modeling & Simulation; Change Management; Knowledge Management; Strategic Communications; Information Assurance; Independent Review & Evaluation; Systems Integration & Engineering

Architecture: Enterprise Architecture Planning, Strategy & Development; Information Architecture & Data Modeling; Requirement Analysis; Decision Making Based on Your Architecture

Contract Vehicles

- GSA IT70
- GSA MOBIS
- Navy - Seaport-e
- NASA - SEWP (Sub)
- DISA- Encore II (Sub)
- HHS - CIOSP2 (Sub)
- Army - ITS-SB (Sub)

The Challenge

- Project failure rate is 1 in 3 - costs billions every year
- 20% of IT investments are wasted each year
- More spending for technology projects are being controlled by business

EM&I Value

- Approach based on innovative business advice, fiscal guidance & engineering standards & principles
- Senior staff - 20+ yrs broad & deep experience
- Large scale program experienced results.

About EM&I

// Results We Deliver

Department of Homeland Security

- eMerge2 PMO Development & Management Organizational Transformation
- CFO Strategic Planning Support OMB 300 Preparation
- OHS Capabilities Assessment
- IT Portfolio Management & Strategy Functional & Technical PM Support



Army, Joint Tactical Radio System

- JTRS JPO Program Management
- Strategic Planning & CONOPS Development IT Management & Migration Planning Enterprise Architecture Planning
- Requirements Development Technology Assessment
- Change Management
- Decision Modeling & BPR Integrated Logistics Support
- Joint Mission Area / Program Analysis



Defense Finance & Accounting Service

- CIO Portfolio Management Organizational Transformation
- A-76 Strategic Planning
- Financial Management Systems Modernization Enterprise-Wide Portal Implementation
- CIO Strategic Planning
- CIO Life Cycle Management
- CIO Information Assurance & IV&V IT Management
- Enterprise Architecture
- Systems Engineering & Integration Process Modeling, Simulation, & Redesign Requirements Assessment & Management



Office of the Secretary of Defense – DCMO, BTA & BMMP

- FMMP / BMMP Program Management
- Leadership Assistance
- Architecture Strategic Planning
- Transition Planning
- Operational Architecture Development
- Financial Management Systems Analysis
- Systems Engineering

U.S. Air Force

- DEAMS Program Management Office
- SI management and quality control
- Acquisition strategic planning
- Requirements Analysis & Management



U.S. Navy

- Developed Copernicus (C41SR Predecessor) Enterprise architecture
- Systems engineering and integration CONOPS development



Department of Energy

- CFO Strategic planning
- Organizational transformation
- Financial mgmt. modernization
- OMB A-123 support
- Process modeling and simulation



Defense Logistics Agency

- Enterprise infrastructure planning
- Program management
- Web applications consolidation Strategic planning



// Why EM&I

- Senior-Level personnel, averaging over 20+ years, who know your environment.
- Lean & flexible operations making EM&I a best-value. Innovative solutions that are derived from disciplined approaches, industry-adopted standards & tools, & experience.
- Unmatched customer focus & satisfaction.
- Talented experts to help you solve your challenges. 100% Referenceable Past Performance.
- 15 Years of Experience at All Levels - Enterprise, Domain, Component, & Program / System
- Corporate Structure that Rewards employees & maintains job happiness.
- Committed to attracting and selecting the brightest and most innovative thinkers in the industry
- EM&I emphasizes best-value through innovative solutions that make an impact and are measurable.
- Results.

EM&I boasts a rare 100 percent client satisfaction rate. Customers include: Department of Homeland Security, Defense Business Transformation Agency, Defense Finance and Accounting Service, Department of Energy, Defense Logistics Agency, U.S. Army, U.S. Air Force, U.S. Navy, and many others....

Executive Summary

Engineering, Management and Integration Inc. (EM&I) is a small business, staffed by specialized personnel providing strategic planning, program management, data communications, information assurance, and systems engineering consulting services to the federal government. Since our incorporation in 1991, our strategy of leveraging cutting edge technology, developing and implementing value-added solutions, and creating lasting partnerships with our customers has resulted in a record of strong and continuous growth. As a firm in a highly competitive environment, our success is driven by the corporate values of client satisfaction, high quality, best value products and services, innovation, corporate and personal integrity, employee-centric growth and development, and profitability.

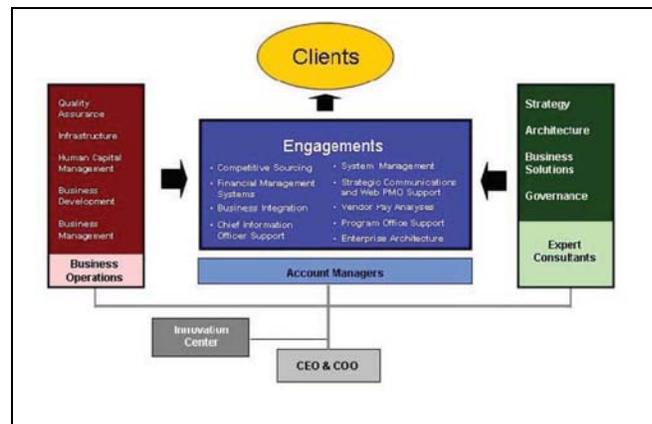
EM&I and the Defense Finance and Accounting Service (DFAS) enjoyed a strong partnership that began in August 1996: we have provided DFAS with strategic planning assistance in support of the DFAS Chief Information Officer (CIO) and worked as part of an integrated government contractor team. This work included the development of key strategic planning products including the *DFAS C/O Strategic Planning Framework*, *DFAS Joint Technical Architecture (JTA) Implementation Plan*, and a Best Practices recognition *DFAS Information Technology Management (ITM) Strategic Plan*. EM&I efforts within DFAS have expanded to include program management and systems engineering support for strategic planning, architecture development, system baseline analysis, life cycle management, information assurance, Global Combat Support System (GCSS), and DFAS Corporate Information Infrastructure (DCII) planning.

These efforts are in conjunction with financial management systems assessment and testing (FMSAT) services and testing to the Systems Integration Directorate at DFAS Headquarters. Over the past three years, EM&I has further expanded its relationship with DFAS by initiating support to the DFAS Competitive Sourcing Division to develop processes and procedures for the DFAS A-76 Competitive Sourcing initiatives. In addition, EM&I initiated support to the DFAS CIO by introducing the portfolio management process, the staff education throughout

the DFAS business lines, the design and development of an agency-wide portfolio management tool, and a major reengineering of the agency's approach to Data Calls for information collection. In 2003, EM&I began supporting the Department of Homeland Security in the planning and managing stages for the department's transformation. This has included developing program and project plans, establishing program control processes, developing strategies and planning for OHS improvement initiatives, preparing reports, baselining and analyzing current OHS capabilities, and facilitating the establishment of a portfolio management process.

EM&I is a closely-knit team of highly competent technical professionals who average more than 20 years experience. The ability to provide quick, efficient responses to customers' needs in today's dynamic business environment is our corporate trademark. EM&I typically works on-site with its clients to promptly respond to dynamic tasking environments, current issues, and changing priorities. We form strong partnerships with our clients, and provide high-quality products steeped in the rich personal experience of our highly skilled staff.

The following diagram demonstrates how the structure of our Business Operations, Expert Consultants, Account Managers, Innovation Center, and Executive Leadership teams focus on our clients' success.



EM&I has simple, but clearly defined, lines of authority that are customer focused, allow for flexibility, and provide single point accountability. For all administrative matters such as salaries, benefits, and job assignments, all employees report to our Director of Human Resources. To perform corporate

administration, EM&I employs a Business Manager, who prepares budgets, creates employee paychecks, pays bills, and generates periodic accounting reports. Our Director of Finance & Administration oversees and administers the financial management for the organization and ensures that the proper accounting controls are in place to support our client agencies. EM&I follows all FAR regulations and is audited annually by the DCAA as well as independently by an independent accounting firm.

A manager is appointed for each contract. This person is fully accountable for client satisfaction and contract success in matters such as delivery of services and products, contract budget, product quality, and overall customer satisfaction. Each contract manager has full execution authority within the bounds of the contract (scope, budget, labor categories, etc.) to deliver contracted services and satisfy client needs.

Typically, contracts have multiple delivery orders, and each delivery order has a technical lead who assures that suitable processes are in place for providing the requested products and services. Additionally, EM&I's internal procedures assure that all deliverable products undergo a quality review by someone not associated with this production. Led by one of our Senior Consultants, our 'Quality Assurance Center' (QA) ensures that procedures are documented, staff is properly trained, and the individuals performing the QA function have a reporting channel to senior management. EM&I applies the above Quality Assurance policy to our contracts and tasks by: Another role within the company is that of Client Manager. This person analyzes all contracts, beyond the term of current delivery orders to suggest areas where clients could be provided additional business value. Also, he communicates EM&I's ability to add value to new clients and their needs.

Identifying	Implementing
How the work is performed	Master schedule and Standard Operating Plans provided by the Team Leader following best practices
Who is available for immediate and emergent tasking	A team resume database and staffing methodology
Who is responsible for the program's success	Well-defined program organizational structure with documented roles, responsibilities, and authorities
How metrics are applied to ensure delivery of quality products	A tailored Quality Assurance Plan containing metrics for each functional area, frequency of surveillance, oversight responsibilities, and process improvement

An important part of EM&I's organizational structure is our 'Innovation Center' which supports our technical knowledge network. EM&I's size and base of credentialed, experienced staff enable all members of the project team to collaborate easily with one another in solving problems. Our corporate intranet enables informal sharing. Many of our employees work together on various projects, strengthening domain familiarity and encouraging knowledge sharing in ongoing client engagements.

Our staff includes competent and creative personnel with impressive professional, technical, and management backgrounds. They are analysts, managers, facilitators and developers with excellent skills who are equally adept at serving as team leaders, team members, or both on short or long-term projects and studies. Our technical expertise, solid reputation with our clients, scope of past and present projects, and competitive salaries and benefits are a few of the reasons that employment at EM&I presents such a unique opportunity. We provide all employees with a comprehensive compensation package consisting of pay, benefits, and holiday/vacation components. Working in conjunction, these components positively impact our ability to attract and retain talented staff members to assist our clients and our company in achieving desired goals.

Currently, EM&I has over a dozen established relationships with subcontractors that assist us in supporting our client agencies. Like EM&I employees, our subcontractors are integrated into EM&I's team environment and are held to the same performance standards outlined in the contract's statement of work and EM&I's internal performance management policy.

EM&I utilizes Microsoft Dynamics as its accounting software. We are able to track various contracts and billable hours through this software.

In summary, our organization combines the customer focus so endemic to our corporate philosophy with the flexibility to react quickly to anticipated client needs and single point accountability to effectively manage success. EM&I has an established reputation as a trusted advisor, a business innovator, and a provider of excellence.

Summary of Services

// SIN 874-1: Integrated Consulting Services

EM&I shall provide expert advice, assistance, guidance or counseling in support of agencies' management, organizational and business improvement efforts. This may also 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
- systems alignment
- leadership systems
- cycle time
- performance measures and indicators
- process and productivity improvement organizational assessments
- program audits & evaluations

// SIN 874-6: Acquisition Management Support

EM&I shall provide expert advice, consultation, assistance, and documentation in support of acquisition management support including commercial activities studies, projects, or efforts. These services may include, but are not limited to:

- development of Quality Assurance Surveillance Plans (QASP) estimates support
- strategic, tactical, and operational level planning support
- initial study planning
- development of in-house Government cost estimates
- comparison of in-house bids to proposed Interservice Support Agreement (ISSA) prices
- initial study planning
- assessments and or studies of potential privatization initiatives
- performance of management studies to determine the Government's Most Efficient Organization (MEO)
- administrative appeal process support
- development of Performance Work Statements (PWS)
- public-private partnership support

// SIN 874-7: Integrated Business Program Support Services

EM&I shall provide integrated business program support services that may be used in the management and /or integration of programs and projects. These services may include, but are not limited to:

- program management
- program oversight
- project management
- program integration

Labor Categories

Analyst 1

Minimum/General Experience: One to three years' experience in developing functional requirements for complex integrated systems. Knowledge of phased requirements approach such as analysis, design reviews, installation, integration, and functional testing. Must be able to perform system assessments using requirements documents. Limited participation in technical working groups and integrated product teams (IPTs).

Functional Responsibility: Analyzes user needs to determine functional and cross-functional requirements. Performs functional allocation to identify required tasks and their inter-relationships.

Minimum Education: A Bachelor's Degree or equivalent experience.

Relevant SINS: 874-1, 874-6

Analyst 2

Minimum/General Experience: Three to five years' experience developing functional requirements for complex integrated systems. Knowledge of phased requirements approach such as analysis, design reviews, installation, integration, and functional testing. Must be able to perform system assessments using requirements documents.

Functional Responsibility: Provides technical support on designated tasks. Working level skill in the application of engineering and analytical disciplines including, finance, accounting, computer science, and systems engineering. Contributes to technical findings and provides input to reports and presentations. Limited participation in technical working groups and integrated product teams (IPTs).

Minimum Education: Bachelor's Degree or equivalent experience.

Relevant SINS: 874-1, 874-6

Analyst 3

Minimum/General Experience: Five to ten years' experience in an engineering or analytical discipline. Experience developing functional requirements for complex integrated

systems. Knowledge of phased requirements approach such as analysis, design reviews, installation, integration, and functional testing. Must be able to perform system assessments using requirements documents.

Functional Responsibility: Lead technical person on designated programs. Applies engineering and analytical disciplines in the areas of finance, accounting, computer science, and systems engineering. Provides technical findings in reports and presentations. Leads and participates in technical working groups and integrated product teams.

Minimum Education: Bachelor's degree or equivalent experience.

Relevant SINS: 874-1, 874-6

Analyst 4

Minimum/General Experience: Ten to twelve years' experience in an engineering or analytical discipline.

Functional Responsibility: Corporate technical leader skilled in the application of engineering disciplines including finance, accounting, computer science, and systems engineering. Must be able to provide technical findings in reports and presentations. Leads and participates in technical working groups and integrated product teams. Responsible for quality assurance on designated programs.

Minimum Education: Bachelor's degree (masters preferred) or equivalent experience in engineering, business, physics, or math.

Relevant SINS: 874-1, 874-6

Consultant 1

Minimum/General Experience: Three to five years' experience in systems analysis and integration, strategic planning, business area planning and definition, and corporate and enterprise migration.

Functional Responsibility: Performs information management, strategic planning, infrastructure analysis, integration planning, and enterprise level business evolution definition and planning. Assists in the preparation of

Labor Categories

presentations to communicate results to target audiences and communities of interest. Supports collaboration and new ideas and helps develop consensus on important issues.

Minimum Education: Bachelor's degree or equivalent experience in engineering, the physical sciences, operations research, mathematics, corporate communications, computer science information systems, or other related scientific or technical discipline.

Relevant SINs: 874-1, 874-6

Consultant 2

Minimum/General Experience: 5 to 10 years' experience in systems analysis and integration, strategic planning, business area planning and definition, and corporate and enterprise migration.

Functional Responsibility: Performs information management, strategic planning, infrastructure analysis, integration planning, and enterprise level business evolution definition and planning. Prepares presentations to communicate results to target audiences and communities of interest.

Communicates results via verbal and written presentations to corporate agency management. Supports collaboration and new ideas and helps develop consensus on important issues.

Minimum Education: Bachelor's degree or equivalent experience in engineering, the physical sciences, operations research, mathematics, corporate communications, computer science information systems, or other related scientific or technical discipline.

Relevant SINs: 874-1, 874-6

Consultant 3

Minimum/General Experience: Ten to fifteen years' specialized experience in technical applications that meet the business needs of large service organizations. Specialized experience in Enterprise Security Management, network security, encryption technology, firewalls, Virtual Private Networks (VPNs), routers, scanning tools, and intrusion detection technology.

Functional Responsibility: Address work processes, new systems, and project coordination. Plans and coordinates computer network installations. Directs ongoing operations, maintenance, and infrastructure security for enterprise LANs. Applies sound business judgments, decisiveness, and well-developed planning, analytical, and communication skills.

Minimum Qualifications: A Bachelor's degree (master's preferred) or equivalent in engineering, business, information systems, or other related discipline.

Relevant SINs: 874-1, 874-6

Consultant 4

Minimum/General Experience: Fifteen to twenty years' specialized experience in technical applications that meet the business needs of a large services organization. Specialized experience in Enterprise Security Management, network security, encryption technology, firewalls, Virtual Private Networks (VPNs), routers, scanning tools, and intrusion detection technology.

Functional Responsibility: Address work processes, new systems, and project coordination. Plans and coordinates computer network installations. Directs ongoing operations, maintenance, and infrastructure security for enterprise LANs. Applies sound business judgments, decisiveness, and well-developed planning, analytical, and communication skills.

Minimum Qualifications: A Bachelor's degree (master's preferred) or equivalent in engineering, business, information systems, or other related discipline.

Relevant SINs: 874-1, 874-6

Consultant 5

Minimum/General Experience: Twenty to twenty-five years' specialized experience in technical applications that meet the business needs of a large services organization. Must have specialized experience in business/technology alignment with strong problem solving skills.

Labor Categories

Responsibility: Addresses business/technology processes, new systems, and project coordination. Plans and coordinates business systems development and implementations. Directs ongoing operations, maintenance, and infrastructure for the enterprise. Applies sound business judgment, decisiveness, and well-developed planning, analytical, and communication skills.

Minimum Qualifications: A Bachelor's degree (master's preferred) or equivalent in engineering, business, information systems, or other related discipline.

Relevant SINS: 874-1, 874-6

Consultant 6

Minimum/General Experience: Twenty-five or more years' specialized experience in technical applications that meet the business needs of a large services organization. Specialized experience in Business/Technology alignment. Strong problem solving skills.

Functional Responsibility: Addresses business/technology processes, new systems, and project coordination. Plans and coordinates business systems development and implementations. Directs ongoing operations, maintenance, and infrastructure for the enterprise. Applies sound business judgment, decisiveness, and well developed planning, analytical, and communication skills.

Minimum Qualifications: A Bachelor's degree (master's preferred) or equivalent in engineering, business, information systems, or other related discipline.

Relevant SINS: 874-1, 874-6

Business Engineer 1

Minimum/General Experience: One to three years' experience in one or more of the following fields: systems analysis and integration; organizational development; outsourcing studies; defense operations analysis, long range planning,

forecasting, and analysis; system modeling, forecasting, and analysis; infrastructure modeling, simulation, and development; command, control, and communication (C3) systems; defense information architectures, infrastructures, and standards; system migration and enterprise integration; and system performance metrics.

Functional Responsibility: Performs tasking independently. Analyzes user needs to determine technical, functional, and cross-functional requirements. Performs analyses to establish goals and document long range planning, analysis, forecasting, and modeling results.

Minimum Education: Bachelor's degree or equivalent experience in engineering, the physical sciences, operations research, mathematics, computer science, information systems, or other related scientific or technical discipline.

Relevant SINS: 874-1, 874-6

Business Engineer 2

Minimum/General Experience: Three to five years' experience in one or more of the following fields: systems analysis and integration; organizational development; outsourcing studies; defense operations analysis, long range planning, forecasting, and analysis; system modeling, forecasting, and analysis; infrastructure modeling, simulation, and development; command, control, and communication (C3) systems; defense information architectures, infrastructures, and standards; system migration and enterprise integration; and system performance metrics.

Functional Responsibility: Performs tasking independently or as a lead member of a team. Analyzes user needs to determine technical, functional, and cross-functional requirements. Performs analyses to establish goals and document long range planning, analysis, forecasting, and modeling results.

Minimum Education: Bachelor's degree or equivalent experience in engineering, the physical sciences, operations research, mathematics, computer science, information systems, or other related scientific or technical discipline.

Relevant SINS: 874-1, 874-6

Labor Categories

Business Engineer 3

Minimum/General Experience: Five to seven years' experience in one or more of the following fields: systems analysis and integration; organizational development; outsourcing studies; defense operations analysis, long range planning, forecasting, and analysis; system modeling, forecasting, and analysis; infrastructure modeling, simulation, and development; command, control, and communication (C3) systems; defense information architectures, infrastructures, and standards; system migration and enterprise integration; and system performance metrics.

Functional Responsibility: Performs tasking independently or as a lead member of a team. Analyzes user needs to determine technical, functional, and cross-functional requirements. Performs analyses to establish goals and document long range planning, analysis, forecasting, and modeling results.

Minimum Education: Bachelor's degree or equivalent experience in engineering, the physical sciences, operations research, mathematics, computer science, information systems, or other related scientific or technical discipline.

Relevant SINS: 874-1, 874-6

Business Engineer 4

Minimum/General Experience: Seven to ten years' experience in one or more of the following: systems analysis; operations analysis; organizational development, long range planning, and forecasting; software application development; modeling, simulation, and development; architecture, infrastructure, and standards development; and system performance metrics development .

Functional Responsibility: Leads designated tasks. Under guidance from senior technical resources, applies engineering and analytical skills to organizational, finance, accounting, computer science, and systems engineering tasks. Contributes to technical findings and provides inputs to reports and presentations. Communicates results via verbal and written presentations.

Minimum Education: Bachelor's degree (master's preferred) or equivalent experience in engineering, the physical sciences, organizational development, operations research,

mathematics, computer science, information systems, or other related scientific or technical discipline.

Relevant SINS: 874-1, 874-6

Business Engineer 5

Minimum/General Experience: Ten to twelve years' experience in engineering, physical sciences, operations research, mathematics, computer science, information systems, or other related scientific or technical discipline. At least five years' specialized experience in the application of engineering disciplines such as communications, computer science, and systems engineering.

Functional Responsibility: Technical lead for complex task order (or a group of task orders affecting a common or standard system family). Under the guidance of the Program Manager, responsible for the technical management of the specific task order(s) and ensuring that the technical solutions and schedules in the task order are implemented in a timely manner. Provides technical findings in reports and presentations. Leads and participates in technical working groups and integrated product teams. Responsible for quality assurance on designated programs.

Minimum Qualifications: Bachelor's degree (master's preferred) or equivalent in engineering, the physical sciences, operations research, mathematics, computer science information systems, or other related scientific or technical discipline.

Relevant SINS: 874-1, 874-6

Business Engineer 6

Minimum/General Experience: Twelve or more years' experience in engineering, physical sciences, operations research, mathematics, computer science, information systems, or other related scientific or technical discipline. At least five years' specialized experience in the application of engineering disciplines such as communications, computer science, and systems engineering to business areas.

Functional Responsibility: Technical lead for complex task order (or a group of task orders affecting a common

Labor Categories

or standard system family). Under the guidance of the Program Manager, responsible for the technical management of the specific task order(s) and ensuring that the technical solutions and schedules in the task order are implemented in a timely manner. Provides technical findings in reports and presentations. Leads and participates in technical working groups and integrated product teams. Responsible for quality assurance on designated programs.

Minimum Qualifications: Bachelor's degree (master's preferred) or equivalent in engineering, the physical sciences, operations research, mathematics, computer science information systems, or other related scientific or technical discipline.

Relevant SINS: 874-1, 874-6

Program Manager

Minimum/General Experience: Five years' or more of progressive management experience.

Functional Responsibility: Directs, oversees, and controls a team of multi-disciplined personnel to accomplish overall contract management. Serves as the single point of contact and primary liaison between the client and EM&I's corporate management. Supports collaboration and new ideas and helps develop consensus on important issues.

Minimum Education: Bachelor's Degree or equivalent experience in business, management, engineering, computer science, science, or math.

Relevant SINS: All

Project Manager 1

Minimum/General Experience: One to five years' of experience with project development from inception to deployment, knowledge of the management and control of project funds and resources using complex reporting mechanisms.

Functional Responsibility: Manages task orders and assists the Program Manager in working with the client representatives and personnel. Responsible for overall management of assigned task order and ensuring that technical solutions

and schedules in the task order are implemented in a timely manner.

Minimum Education: Bachelor's Degree or equivalent experience.

Relevant SINS: 874-7

Project Manager 2

Minimum/General Experience: Three to five years' of experience with project development from inception to deployment, expertise in the management and control of funds and resources using complex reporting mechanisms, and managing multiple-task contracts and/or subcontracts of various types and complexity.

Functional Responsibility: Manages complex task orders or groups of task orders affecting the same common/standard/migration systems. Assists the Program Manager in working with the client representatives and personnel. Responsible for overall management of specific task order(s) and ensuring that technical solutions and schedules in the task order are implemented in a timely manner. Supports collaboration and new ideas and helps develop consensus on important issues.

Minimum Education: Bachelor's Degree or equivalent experience.

Relevant SINS: 874-7

Subject Matter Expert 1

Minimum/General Experience: Five to ten years' of progressive experience in supporting large projects related to the individual's subject matter expertise. These personnel are experts in either functional domains (e.g., finance, personnel, acquisition, etc.) or technical disciplines (e.g., computer security, network engineering, etc.) with advanced degrees. They have experience as technical leaders and/or senior Project Managers.

Functional Responsibility: Serve as technical experts in areas relevant to a particular project. Produce and/or review substantive and/or complex technical documentation reflecting detailed knowledge of technical areas as identified in the statement of work. SMEs report to the Program

Labor Categories

Manager.

Minimum Education: Bachelor's degree (master's preferred) or equivalent experience in business, engineering, computer science, information systems, social science, or other related analytical, scientific, or technical disciplines.

Relevant SINs: 874-1, 874-6

Subject Matter Expert 2

Minimum/General Experience: Ten or more years' of progressive experience in supporting large technology projects related to the individual's subject matter expertise. These senior personnel are renowned experts in either functional domains (e.g., finance, personnel, acquisition, etc.) or technical disciplines (e.g., computer security, network engineering, etc.) with many years' of experience. They have advanced degrees, and many have Ph.D. They all have extensive experience as technical leaders and/or senior Project Managers.

Functional Responsibility: Subject Matter Experts serve as technical experts in areas relevant to a particular project. SMEs produce and/or review substantive and/or complex technical documentation reflecting detailed knowledge of technical areas as identified in the statement of work. SMEs report to the Program Manager.

Minimum Education: Bachelor's degree (master's preferred) or equivalent experience in business, engineering, computer science, information systems, social science, or other related analytical, scientific, or technical disciplines .

Relevant SINs: 874-1, 874-6

NOTE: Experience for Degree Equivalence - For the purpose of labor category qualifications, five (5) years of experience equates to a Bachelors Degree.

Schedule Rates

Price List Effective FY07:

SIN	PSS Labor Category	Final GSA Off-Site Rate	Final GSA On-Site Rate
874-1, 874-6	Analyst 1	\$65.00	\$56.00
874-1, 874-6	Analyst 2	\$103.68	\$94.68
874-1, 874-6	Analyst 3	\$126.38	\$117.38
874-1, 874-6	Analyst4	\$128.15	\$119.16
874-1, 874-6	Consultant 1	\$108.70	\$99.70
874-1, 874-6	Consultant 2	\$117.96	\$108.96
874-1, 874-6	Consultant 3	\$136.62	\$127.64
874-1, 874-6	Consultant 4	\$141.92	\$132.92
874-1, 874-6	Consultant 5	\$151.66	\$142.69
874-1, 874-6	Consultant 6	\$164.53	\$155.53
874-1, 874-6	Business Engineer 1	\$67.06	\$58.08
874-1, 874-6	Business Engineer 2	\$74.71	\$65.73
874-1, 874-6	Business Engineer 3	\$106.33	\$97.34
874-1, 874-6	Business Engineer 4	\$108.99	\$100.00
874-1, 874-6	Business Engineer 5	\$113.90	\$104.90
874-1, 874-6	Business Engineer 6	\$151.66	\$142.69
874-1, 874-6, 874-7	Program Manager	\$149.03	\$140.05
874-7	Project Manager 1	\$112.68	\$103.69
874-7	Project Manager 2	\$132.45	\$123.46
874-1, 874-6	Subject Matter Expert, Level 1	\$91.38	\$82.40
874-1, 874-6	Subject Matter Expert, Level 2	\$98.52	\$89.52

"Off-Site Rates" are on **EM&I** site and "On-Site Rates" on client site.

EM&I offers a 0.75% volume discount for the purchase of 2080 consecutive hours of any one labor category.

SCA STATEMENT:

The Service Contract Act (SCA) is applicable to this contract as it applies to the entire GS-10F-0148S MOBIS Schedule and all services provided. While no specific labor categories have been identified as being subject to SCA due to exemptions for professional employees (FAR 22.1101, 22.1102 and 29 CRF 541.300), this contract still maintains the provisions and protections for SCA eligible labor categories. If and / or when the contractor adds SCA labor categories / employees to the contract through the modification process, the contractor must inform the Contracting Officer and establish a SCA matrix identifying the GSA labor category titles, the occupational code, SCA labor category titles and the applicable WD number. Failure to do so may result in cancellation of the contract.

Customer & Contractor Information

1a. SINs Offered: 874-1, 874-6, 874-7

1b. Hourly Rates: see page 13

1c. Labor Categories: see pages 7-12

2. Maximum Order Limitation: \$1,000,000.00

3. Minimum Order: \$100.00

4. Geographic Coverage (delivery area):
Domestic Only

5. Point(s) of production: Same as company address

6. Discounts: Prices shown on Pricelist (pg 13) are net prices with discount included.

7. Quantity Discounts: None Offered

8. Prompt payment terms: Net 30 Days.

9a. Notification that Government purchase cards are accepted below the micropurchase threshold:
Yes

9b. Notification whether Government purchase cards are accepted or not accepted above the micropurchase threshold: Contact Contractor

10. Foreign items: None.

11a. Time of delivery: Specified on Individual/Task Order.

11 b. Expedited Delivery: Negotiated by Task Order.

11 c. Overnight and 2-day Delivery: Contact Contractor.

11d. Urgent Requirements: Contact Contractor.

12. F.O.B. points: Destination.

13. Ordering Addresses: Same as company address.

13b. Ordering Procedures: For supplies & services, the ordering procedures; information on Blanket Purchase Agreements (BPAs), and a sample BPA can be found at the GSA / FSS Schedule homepage (fss.gsa.gov/schedules).

14. Payment Addresses: Same as company address.

15. Warranty Provisions: Contractor's standard commercial warranty.

16. Export packing Charges: Not applicable.

17. Terms and Conditions of Government Purchase card acceptance: Contact Contractor

18. Terms and conditions of rental, maintenance, and repair: Not applicable.

19. Terms and conditions of installation: Not applicable.

20. Terms and conditions of repair parts indicating date of parts price lists and any discounts from prices lists: Not applicable.

20a. Terms and conditions for any other services: Not Applicable.

21. List of service and distribution points: Not Applicable.

22. List of participating dealers: Not Applicable.

23. Preventive maintenance: Not Applicable.

24. Special Attributes: Not Applicable.

25. Data Universal Number: 94-4938331

26. Notification regarding registration In System for Award management (SAM) Database: Registered

Additional Information:
EM&I CAGE Code: 0ZBX8

Point of Contact:
Cary Osborne Business
Development
Engineering, Management & Integration, Inc.
703.742.0585
Cary.Osborne@em-i.com

Customer & Contractor Information

DUNS Number: 94 493 8331

CAGE Code: OZBX8

Point of Contact:
Cary Osborne
Business Development
Engineering, Management & Integration, Inc. (EM&I)
703.742.0585
Cary.Osborne@em-i.com

System for Award Management (SAM): Contractor has registered with the SAM Database (<https://www.sam.gov>)

Business Size: EM&I is a small business.

Security Clearances: 6