

**GENERAL SERVICES ADMINISTRATION**

**Federal Supply Service  
Authorized Federal Supply Schedule Price List  
Consolidated Schedule  
(including Information Technology and Professional Engineering Services  
Schedules)**

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**SPECIAL ITEM NUMBER 132-51 - INFORMATION TECHNOLOGY PROFESSIONAL SERVICES**

- FPDS Code D301 - IT Facility Operation and Maintenance Services
- FPDS Code D302 - IT Systems Development Services
- FPDS Code D306 - IT Systems Analysis Services
- FPDS Code D313 - Computer Aided Design/Computer Aided Manufacturing (CAD/CAM) Services
- FPDS Code D316 - IT Network Management Services
- FPDS Code D399 - Other Information Technology Services, Not Elsewhere Classified

**SPECIAL ITEM NUMBER CR425 – PROFESSIONAL ENGINEERING SERVICES**

Contract Number: GS-00F-0014L

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Period Covered by Contract: 18 October 2000 through 15 October 2010

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CUSTOMER INFORMATION:

1a. Table of awarded Special Item Numbers

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1b. Not applicable

1c. Job Titles/Descriptions/Responsibilities:

**Commercial Job Title:** **Site Manager**

**Minimum/General Experience:** Ten years of progressive and intensive experience, with at least two years of relevant experience managing information systems. Five years of specialized experience in a position with duties commensurate to those defined in a specific task order may be substituted. Familiarity with Federal acquisition laws, regulations, policies and procedures.

**Functional Responsibility:** Responsible for applications systems analysis and programming activities for a site, facility or multiple locations. Identifies changes in computer and systems technology and interprets their meaning to senior management, bringing current and future knowledge of technology and systems as applied to the client's requirements. Provides technical assistance to facilitate planning and directing the design, installation, modification and operation of an information systems capability. Prepares long and short range plans for application selection systems development, systems maintenance, production activities and for necessary support resources. Also responsible for applications systems analysis and programming activities for a group or section. Responsible for feasibility studies, time and cost estimate, and the establishment and implementation of new and revised applications systems and programs. Assists in projection software and hardware requirements. Assigns personnel to various projects and directs their activities; reviews and evaluates their work and prepares performance reports. Confers with and advises subordinates on administrative policies and procedures, technical problems, priorities and methods. Consults with personnel in other information systems sections to coordinate activities. Prepares activity and progress

reports. Confers and consults with Government personnel regarding performance and scheduling issues on tasks.

***Minimum Education:*** Bachelor's degree from an accredited college or university in computer science, information systems, engineering or a mathematics-intensive discipline or major field of study which either provided substantial knowledge useful in managing large complex Information Technology projects.

***Commercial Job Title:*** **Manager -Information Systems Administration and Planning**

***Minimum/General Experience:*** Ten years of progressive and intensive experience, with at least two years of relevant experience administering and planning information systems. Five years of specialized experience in a position with duties commensurate to those defined in a specific task order may be substituted.. Working knowledge of Federal acquisition laws, regulations, policies and procedures, including substantial involvement in a major acquisition effort.

***Functional Responsibility:*** Coordinates the preparation, review and consolidation of client information systems, to include but not limited to budgets, acquisitions and business plans. Ensures adherence to budgets and business plans through periodic review of financial reports and capital appropriation requests. Provides assistance for proposing, implementing and enforcing policies, standards and methodologies. Provides assistance for coordinating contract administration. Provides assistance for information systems security. Develops or oversees preparation of studies, reports, and acquisition documents.

***Minimum Education:*** Bachelor's degree from an accredited college or university in computer science, information systems, engineering or a mathematics-intensive discipline or major field of study which either provided substantial knowledge useful in managing large, complex Information Technology projects.

***Commercial Job Title:*** **Subject Matter Expert**

***Minimum/General Experience:*** Five years of task related experience in the identified field of study or specialization. Experience may not include Ph.D. and Master's education.

***Functional Responsibility:*** Provides extremely high-level subject matter expertise for work described in the task. Provides advanced technical knowledge and analysis of highly specialized applications and operational environment, high-level functional systems analysis, design, integration, documentation, training, and implementation advice on complex problems which require doctorate level knowledge of the subject matter for effective implementation. Participates as needed in all phases of software development with emphasis on the planning, analysis, testing, integration, documentation, training and presentation phases. Applies principles, methods, and

knowledge of specific functional areas of expertise to specific task order requirements. Provides advice on esoteric problems which require extensive knowledge of the subject matter. Designs and prepares technical reports, studies, and related documentation, makes charts and graphs to record results, prepares and delivers presentations, training, and briefings as required by the task order.

**Minimum Education:** Ph.D. from an accredited college or university in the specific subject matter discipline as identified in the statement of work.

**Commercial Job Title:** **Scientific Subject Matter Specialist**

**Minimum/General Experience:** Five years of intensive and progressive experience in the individual's field of study and specialization.

**Functional Responsibility:** Provides technical knowledge and analysis of highly specialized applications and operational environment, high-level functional systems analysis, design, integration, documentation and implementation advice on exceptionally complex problems which require graduate level knowledge of the subject matter for effective implementation. Participates as needed in all phases of software development with emphasis on the planning, analysis, testing, integration, documentation and presentation phases. Applies principles, methods and knowledge of the functional area of expertise to specific task order requirements, advanced mathematical principles and methods to exceptionally difficult and narrowly defined technical problems in engineering and other scientific applications to arrive at automated solutions. Designs and prepares technical reports, studies, and related documentation, makes charts and graphs to record results. Prepares and delivers presentations and briefings as required by the task order. Technical support includes technical advice on security requirements for highly specialized IT applications, technical report preparation or other services as required by the task order.

**Minimum Education:** Master's degree from an accredited college or university in computer science, information systems, engineering or a mathematics-intensive discipline which provides substantial knowledge useful in managing large, complex projects, that is closely related to the work to be automated, or is a task related physical science.

**Functional Areas:** Specific functional areas in which subject matter expertise is required include, but are not limited to, the following:

Computer Science  
Operations Research

Mathematics  
Physical, Statistical, & Theoretical Sciences

Physics

**Commercial Job Title:** **Applications Systems Analyst/Programmer (Staff Specialist)**

**Minimum/General Experience:** Three years of increasingly complex and progressive experience in performing systems analysis, development, and implementation in a business, mathematical, engineering or scientific setting using a variety of information technology resources. Has experience with required proprietary products as described in the task order. Has knowledge of available software engineering tools, current technologies and, where required for the task, emerging technologies.

**Functional Responsibility:** Top level technical expert in one or more highly specialized areas of applications systems using state-of-the-art software tools, methodologies, operating systems and other products that are generally proprietary and require special training and experience. Duties include analysis, programming, implementation, maintenance, modification and re-engineering. Provides technical leadership on complex problems considering computer equipment capacity and limitations, operating time and form of desired results. Prepares detailed specifications for programs. Responsible for program design, coding, testing, debugging and documentation. Has technical knowledge of all phases of applications, systems analysis, and programming. May be responsible for multiple phases of a project.

**Minimum Education:** Bachelor's degree from an accredited college or university with a curriculum or major field of study which provides substantial knowledge useful in managing large, complex Information Technology projects, is closely related to the work to be automated, and/or is a computer science, information system, a physical science, engineering or a mathematics-intensive discipline, or an applicable training certificate from an accredited training institution.

**Commercial Job Title:** **Applications Systems Analyst/Programmer - Lead**

**Minimum/General Experience:** Seven years of increasingly complex and progressive experience in performing systems analysis, development, and implementation in business, mathematical, or scientific setting using a variety of information technology resources. Understands the business or function for which application is designed. Has experience with current technologies and, where required for the task, emerging technologies. Must have managed or had significant involvement with complex or substantive information technology projects including one year of experience in management and supervision.

**Functional Responsibility:** Formulates and defines system scope and objectives for assigned projects. Prepares detailed specifications for programs. Responsible for program design, coding, testing, debugging and documentation. Has full technical knowledge and responsibility of all phases of applications systems analysis and programming. Duties also include instructing, directing and checking the work of other

systems analysts and programming personnel. Responsible for quality assurance review. Responsible for directing and monitoring the work of team members.

***Minimum Education:*** Bachelor's degree from an accredited college or university in a computer science, information system, a physical science, engineering or a mathematics-intensive discipline or a curriculum or major field of study which provides substantial knowledge useful in managing large, complex Information Technology systems projects.

***Commercial Job Title:*** **Applications Systems Analyst/Programmer - Senior**

***Minimum/General Experience:*** Five years of increasingly complex and progressive experience in performing systems analysis, development, and implementation in a variety of settings using a variety of information technology resources. Has experience with current technologies and, where required for the task, emerging technologies.

***Functional Responsibility:*** Works at the highest technical level of all phases of applications, systems analysis and programming activities. Formulates and defines system scope and objectives. Prepares detailed specifications for programs. Designs, codes, tests, debugs and documents programs. Provides guidance and training to less experienced analysts/programmers.

***Minimum Education:*** Bachelor's degree from an accredited college or university in a computer science, information system, a physical science, engineering or a mathematics-intensive discipline or a curriculum or major field of study which provides substantial knowledge useful in managing large, complex Information Technology projects.

***Commercial Job Title:*** **Applications Systems Analyst/Programmer**

***Minimum/General Experience:*** Two years of progressive experience in performing systems analysis, implementation and support using a variety of information technology resources.

***Functional Responsibility:*** Assists in the defining system scope and objectives. Performs research and fact-finding projects to develop, update and/or modify moderately complex information systems. Prepares detailed specifications for programs. Codes, tests, debugs, documents and maintains programs. May be called on to work on special graphics application programs such as, but not limited to; CAD, CAD/CV, or GIS. Works on most phases of applications systems analysis and programming activities, but requires instruction and guidance in other phases.

***Minimum Education:*** Bachelor's degree from an accredited college or university in a computer science, information system, a physical science, engineering or a mathematics-intensive discipline or a curriculum or major field of study which provides

substantial knowledge useful in managing large, complex Information Technology systems projects.

**Commercial Job Title:** **Applications Systems Analyst/Programmer - Associate**

**Minimum/General Experience:** Familiar with industry standard programming languages and tools.

**Functional Responsibility:** Assists in research and fact-finding to develop or modify information systems. Assists in preparing detailed specifications for programs. Assists with coding, testing, debugging, documenting and maintaining programs. Provides program support to include the testing and installation of computers, peripherals, and other hardware. Support provided includes the installation, and documentation of client developed and/or commercially available software.

**Minimum Education:** Bachelor's degree from an accredited college or university in a computer science, information system, a physical science, engineering or a mathematics-intensive discipline or a curriculum or major field of study which provides substantial knowledge useful in managing large, complex Information Technology systems projects.

**Commercial Job Title:** **Network Engineer**

**Minimum/General Experience:** Seven years experience in communications backbone systems, one year specialized experience in analysis, design, and installation of local and wide area nets; and analysis and installation of communication systems. The engineer should be familiar with common communications architectures, measurements and diagnostics. Experience in multiple protocol environments.

**Functional Responsibility:** Work in a team environment with senior personnel. Provide guidance and direction to other junior staff. Manage the development of communication modeling to support requirements analysis. Direct and supervise site surveys, assessment and documentation of network configurations and user requirements. Designs and optimizes network topologies. Experience in the derivation, analysis, and allocation of requirements.

**Minimum Education:** Bachelor's degree from an accredited college or university in computer science, information systems, engineering or a mathematics-intensive discipline.

**Commercial Job Title:** **Network Support Technician - Senior**

**Minimum/General Experience:** Five years of increasingly complex and progressive experience in computer system/network engineering, including two years of supervisory

experience. Extensive knowledge of PC/LAN communications hardware and software in multi-protocol environment, and network management software.

**Functional Responsibility:** Monitors and responds to complex hardware, software and network problems utilizing a variety of hardware and software testing tools and techniques. Provides primary interface with vendor support service groups or provides internal analysis and support to ensure appropriate notification during periods of degraded system performance. Provides LAN server support. May function as task lead providing guidance and training for less experienced technicians.

**Minimum Education:** High school graduate or equivalent.

**Commercial Job Title:** **Electronic Input Operator - Lead**

**Minimum/General Experience:** Three years experience in electronic input and verification via various input devices. Includes one year of experience supervising if assigned as task or functional lead. Capable of allocating work to operators to maximize output.

**Functional Responsibility:** Has full technical knowledge of data entry devices. May instruct, direct and check the work of other electronic input operators. Assists in scheduling data entry functions. Operates data entry devices in recording a variety of data; verifies data entered. Performs routine data preparation and distribution.

**Minimum Education:** High school graduate or equivalent.

**Commercial Job Title:** **Technician (Senior)**

**Minimum/General Experience:** Ten years of intensive and progressive experience in functional or IT analysis/programming of subject matter closely related to the work to be automated.

**Functional Responsibility:** Provides high level functional and Information Technology analysis, design, integration, documentation, and implementation assistance on problems which require a thorough knowledge of the related technical subject matter for effective implementation. Participates in all phases of software development. Applies principles and methods of the functional area to difficult problems in technical areas to arrive at automated solutions. Designs and prepares technical reports and related documentation, and makes charts and graphs to record results. Prepares and delivers presentations and briefings as required by the task order.

**Minimum Education:** High school graduate or equivalent.

**Commercial Job Title:** **Technician**

**Minimum/General Experience:** Three years of experience in the area of specialization.

**Functional Responsibility:** Provides high level functional and IT analysis, design, integration, documentation, and implementation assistance on problems which require a thorough knowledge of the related technical subject matter for effective implementation. Participates in multiple phases of software development. Applies principles and methods of the functional area to difficult problems in technical areas to arrive at automated solutions. Designs and prepares technical reports and related documentation, and makes charts and graphs to record results. Prepares and delivers presentations and briefings as required by the task order.

**Minimum Education:** High school graduate or equivalent.

**Commercial Job Title:** **Documentation Specialist**

**Minimum/General Experience:** Two years of experience in technical writing and documentation.

**Functional Responsibility:** Responsible for preparing and/or maintaining systems, programming and operations documentation, procedures and methods, including user reference manuals. Maintains a current internal documentation library. Provides or coordinates documentation services as required. Ensures accuracy of technical documentation. Knowledge and basic understanding of all aspects of proofreading, including grammar and spelling. Able to work independently at the highest level of all phases of documentation. Composes and finalizes Information Technology documentation, including specifications and user manuals, in the style and format required by the task.

**Minimum Education:** High school graduate or equivalent.

**Commercial Job Title:** **Task Administrative Assistant**

**Minimum/General Experience:** Two years of general experience developing, writing, proofreading, editing reports, proposal and documents in support of Information Technology operations.

**Functional Responsibility:** Assist in the developing, drafting, writing and editing documents in support of client's requirements. Interfaces with personnel to coordinate meetings, maintain logs, records and files, provides end-user support, and performs general administrative duties. Must be capable of working independently. Must be able to communicate orally and in writing with all levels of an organization as required.

**Minimum Education:** High school graduate or equivalent.

## **PROFESSIONAL ENGINEERING SERVICES LABOR CATEGORIES**

**Commercial Job Title:** **Technical Manager**

**Minimum/General Experience:** Ten years experience in engineering systems development, five years of which must include R&D project management and federal contracts. Experience in understanding R&D programs in engineering and/or technology. Responsibilities include the development of systems, system evaluation and test plans, and practical installation and operations.

**Functional Responsibility:** A demonstrated knowledge and experience in any specific technical discipline related to engineered solutions and/or new technology development. Demonstrated capabilities to organize and direct technical and management programs, which include multi-disciplinary tasks and requirements.

**Minimum Education:** A minimum of a Bachelor's Degree in Science, Engineering or a related academic discipline.

**Commercial Job Title:** **Program Manager**

**Minimum/General Experience:** Served a minimum eight years as a program manager or lead on engineering and/or technology development projects. Eight years experience engineering systems development, five years of which must include R&D project management and federal contracts. Experience in understanding R&D programs in engineering and/or technology. A demonstrated knowledge of and experience in engineering systems and practical operations. Duties include technical review, staffing organization, policy establishment, maintaining and enhancing the capabilities of the department.

**Functional Responsibility:** Capable to organize and direct technical and management programs that include multi-disciplinary tasks and requirements.

**Minimum Education:** A minimum of a Bachelor's Degree in Science, Engineering or a related academic discipline or, in lieu of degree, military/industrial technical training or eight additional years of appropriate technical experience.

**Commercial Job Title:** **Senior Engineer**

**Minimum/General Experience:** A minimum of eight year's practical experience in design and development of advanced equipment and systems for use in engineering

and/or technology applications. Experience performing progressively more complex analysis and research in a technical discipline. A demonstrated knowledge of and experience in engineering systems and practical operations. Capable of identifying procedures, implementing, instrumenting and documenting results.

**Functional Responsibility:** Responsible to the Program Manager for oversight of all the technical aspects of the project keeping it on time and within budget. Responsible for technical review, system documentation and design improvements .

**Minimum Education:** A minimum of a Bachelor's Degree in Engineering or, in lieu of degree, military/industrial technical training or eight additional years of appropriate technical experience.

**Commercial Job Title:** **Engineer**

**Minimum/General Experience:** A minimum of four year's practical experience in system documentation, design and improvements, recommendations and modifications in systems existing and under design.

**Functional Responsibility:** Directly responsible for assessing and evaluating systems and systems design to operational and performance standards. Responsible for reviewing schematic diagrams, drawings and manuals: developing and executing test plans and procedures, analyzing test results and recommending appropriate actions.

**Minimum Education:** A minimum of a Bachelor's Degree in Engineering or, in lieu of degree, military/industrial technical training or five additional years of appropriate technical experience.

**Commercial Job Title:** **Ocean Engineer**

**Minimum/General Experience:** A minimum of four years practical experience in design development of advanced equipment and systems used in the ocean, including subsea cable structures, instrumentation, subsea navigation systems, hydrodynamics and structural analysis

**Functional Responsibility:** Responsible for documentation, design and improvements, recommendations and modifications in systems existing and under design. responsible for research, development, design, analysis of handling systems, machinery, offshore equipment and data collection. Responsible for system integration for ocean cable systems, bottom laid, mooring, structural or towed systems: developing and executing test plans and procedures, analyzing test results and recommending appropriate actions both onshore and offshore.

**Minimum Education:** A minimum of a Bachelor's Degree in Engineering or, in lieu of degree, military/industrial technical training or five additional years of appropriate technical experience.

**Commercial Job Title:** **Mechanical Engineer**

**Minimum/General Experience** A minimum of four years practical experience in modification, design, development of machinery, equipment and systems.

**Functional Responsibility:** Responsible for documentation, design and improvements, recommendations and modifications in systems existing and under design. Responsible for research, development, design, evaluating, and analysis of handling and other mechanical systems. Responsible for mechanical system integration with hydraulic, mechanical, control systems, corrosion control and structures. developing and executing test plans and procedures, analyzing test results and recommending appropriate actions both onshore and offshore.

**Minimum Education:** A minimum of a Bachelor's Degree in Engineering or, in lieu of degree, military/industrial technical training or five additional years of appropriate technical experience.

**Commercial Job Title:** **Electrical Engineer**

**Minimum/General Experience:** A minimum of four years practical experience in modification, design, development of electrical and electronic systems.

**Functional Responsibility:** Responsible for documentation, design and improvements, recommendations and modifications in electrical and electronic systems existing and under design. Responsible for research, development, design, and troubleshooting of advanced electrical and electronic systems including instrumentation, electroacoustic systems, and power generation/transmission/distribution equipment: developing and executing test plans and procedures, analyzing test results and recommending appropriate actions both onshore and offshore.

**Minimum Education:** A minimum of a Bachelor's Degree in Engineering or, in lieu of degree, military/industrial technical training or five additional years of appropriate technical experience.

**Commercial Job Title:** **Associate Engineer**

**Minimum/General Experience:** Knowledge or experience in modification, design, development of mechanical, electrical and electronic, or hydraulic control systems.

**Functional Responsibility:** Responsible for documentation, design and improvements, recommendations and modifications in mechanical, electrical and electronic systems existing and under design.

**Minimum Education:** A minimum of a Bachelor's Degree in Engineering or, in lieu of degree, military/industrial technical training or five additional years of appropriate technical experience.

**Commercial Job Title:** **Technical Specialist**

**Minimum/General Experience:** A minimum of Four years experience or combination of technical school plus work experience totaling eight years in a mechanical specialty with some electronics experience. A Minimum of two years working independently and directing other technicians.

**Functional Responsibility:** Responsible for fabrication and assembly of components and systems wood, metal or other. Responsible for welding both arc and heliarc, mechanical, electrical and hydraulic systems. documentation, design and improvements, recommendations and modifications in mechanical, electrical and electronic systems existing and under design.

**Minimum Education:** High school diploma

**Commercial Job Title:** **Engineering Technician**

**Minimum/General Experience:** A minimum of four year's experience in engineering, technology, operations or R&D programs.

**Functional Responsibility:** Responsible for organizing and supporting technical and project management projects that include multi-disciplined tasks and requirements.

**Minimum Education:** High school diploma

**Commercial Job Title:** **Sr. Engineering Draftsman**

**Minimum/General Experience:** At least five years experience or combination of technical schooling and experience totaling eight years in engineering drafting. Able to translate specifications, informal sketches, and verbal descriptions of mechanical and structural equipment into formal detailed drawings suitable for use in procurement of material and fabrication of hardware. Experience reflects expertise in electronic, mechanical, and structural drawing. Extensive knowledge of Computer Aided Design (CAD) techniques.

**Functional Responsibility:** Responsible for delegating and assigning drawing elements to other staff. Required to prepare engineering drawings from rough sketches and verbal instructions. Required to support design and development projects involving structural, electronic and electrical, creating new and modifying drawings provided by customers. Working knowledge of related Department of Defense (DoD) and industrial specifications and standards. Responsible for applying standards and specifications to the development of drawings using CAD technology.

**Minimum Education:** Associate degree in an engineering discipline, systems design, or computer science; or high school diploma plus two years of experience as an AutoCad operator creating engineering and technical drawings.

**Commercial Job Title:** **Draftsman**

**Minimum/General Experience:** At least two year's experience or combination of technical schooling and experience. Experience reflects expertise in electronic, mechanical, and structural drawing. Extensive knowledge of Computer Aided Design (CAD) techniques.

**Functional Responsibility:** Responsible for preparing engineering drawings from rough sketches and verbal instructions. Required to support design and development projects involving structural, electronic and electrical, creating new and modifying drawings provided by customers. Working knowledge of related Department of Defense (DoD) and industrial specifications and standards. Required to apply standards and specifications to the development of drawings using CAD technology.

**Minimum Education:** High school diploma

**Commercial Job Title:** **Senior Logistician/Analyst**

**Minimum/General Experience:** Demonstrated ability to lead a task team. Six years of experience in the integrated logistics support field, including any of the areas of logistics program planning and concept development; logistics program management and execution; logistics requirements analyses, documentation development and reporting; provisioning, supply support, and inventory control; logistics automated information systems and analysis tools; maintenance concepts and requirements analyses; technical manual development and training.

**Functional Responsibility:** Supervises engineering and technical personnel in the development of logistics products and for providing requisite support services. Performs technical and management analyses for logistic strategic planning, investigation of logistic concepts and processes, and resolution of emergent logistic supportability problems. Performs analyses and develops ILS management plans to support acquisition and life cycle support requirements planning. Monitors program schedules and integrates/develops recommendations for corrective or remedial action; develops status reports reflecting support milestone progress and problems. Performs/reviews logistics support analyses and develops maintenance concepts. Prepares content for contract technical packages (SOW, CDRL, Specifications).

**Minimum Education:** Bachelors degree in engineering, business administration, logistics management or a related academic discipline or, in lieu of degree, three additional years of appropriate military/industrial technical training and experience; or a Certified Logistician and four additional years of specific experience.

**Commercial Job Title:** **Logistician/Analyst**

**Minimum/General Experience:** Four years of experience in the integrated logistics support field, including any of the areas of logistics program planning and concept development; logistics program management and execution; logistics requirements analyses, documentation development and reporting; provisioning, supply support, and inventory control; logistics automated information systems and analysis tools; maintenance concepts and requirements analyses; technical manual development and training.

**Functional Responsibility:** Under supervision prepares logistics products and provides requisite support services. Performs technical and management analyses for logistic strategic planning, investigation of logistic concepts and processes, and resolution of emergent logistic supportability problems. Performs analyses and develops inputs to ILS management plans to support acquisition and life cycle support requirements planning. Monitors program schedules and integrates/develops recommendations for corrective or remedial action; develops status reports reflecting support milestone progress and problems. Performs/reviews logistics support analyses and develops maintenance concepts. Prepares content for contract technical packages (SOW, CDRL, Specifications).

**Minimum Education:** Bachelors degree in engineering, business administration, logistics management or a related academic discipline or, in lieu of degree, three additional years of appropriate military/industrial technical training and experience; or a Certified Logistician and two additional years of specific experience.

**Commercial Job Title:** **Senior Configuration/Data Management Specialist**

**Minimum/General Experience:** Demonstrated ability to lead a task team. Six years of experience in configuration management and configuration control associated with development, acquisition, deployment and life cycle phases of systems/platforms. Experience includes preparation of planning documents, using automated databases, and reporting. In-depth understanding of administrative and technical functions related to computer system, electronic or mechanical hardware, and/or computer programs configuration management/control processes.

**Functional Responsibility:** Supervises technical personnel in development of configuration control products and for providing requisite support services. Provides technical/administrative expertise for planning and implementing proposed changes to system/equipment hardware and/or software configuration items; develops and/or reviews configuration management plans, technical documentation, specifications or planning/management or logistics data. Supports development or review of engineering change proposals; provides technical support to customer configuration control boards;

and participates in technical reviews and functional and physical configuration audits. Develops/reviews content for contract technical packages (SOW, CDRL, Specifications).

**Minimum Education:** Bachelors degree in a technical discipline; or, in lieu of degree, military/industrial technical training or five additional years of appropriate technical experience.

**Commercial Job Title:** **Configuration/Data Management Specialist**

**Minimum/General Experience:** Three years of experience in configuration management and configuration control associated with development, acquisition, deployment and life cycle phases of systems/platforms. Experience includes preparation of planning documents, using automated databases, and reporting. In-depth understanding of administrative and technical functions related to computer system, electronic or mechanical hardware, and/or software configuration management/control processes.

**Functional Responsibility:** As part of a task team, performs technical/administrative functions associated with planning and supporting the implementation of proposed changes to system/equipment hardware and/or software configuration items; develops and/or reviews configuration management plans, technical documentation, specifications or planning/management or logistics data. Supports the development or review of engineering change proposals; provides technical support to customer configuration control boards; and participates in technical reviews and functional and physical configuration audits. Develops inputs for contract technical packages (SOW, CDRL, Specifications).

**Minimum Education:** High school diploma and two years direct related experience.

**Commercial Job Title:** **Senior Tech Writer/Editor**

**Minimum/General Experience:** Eight years of experience in technical writing and editing; documentation management and control; and/or review and preparation of specifications, drawings and manuals. Experience in database systems establishment and utilization.

**Functional Responsibility:** Supervises technical writer/editor, word processing, and graphics illustrator personnel. Responsible for technical writing and editing support to engineering staff for finalization of management and engineering documentation products including reports and studies. Prepares briefings and presentations. Reviews/edits specifications, drawings, and manuals.

**Minimum Education:** Bachelors degree in appropriate field; or, in lieu of degree, five additional years of appropriate technical experience.

**Commercial Job Title:**

**Technical Writer/Editor**

**Minimum/General Experience:** Three years of experience in technical writing and editing; documentation management and control; and/or review and preparation of specifications, drawings and manuals. Experience in database systems establishment and utilization.

**Functional Responsibility:** Responsible for technical writing and editing support to engineering staff for finalization of management and engineering documentation products including reports and studies. Prepares briefings and presentations. Reviews/edits specifications, drawings, and manuals.

**Minimum Education:** Associates degree in appropriate field or, in lieu of degree, three additional years of appropriate technical experience.

**Commercial Job Title:**

**Senior AutoCAD Specialist/Operator**

**Minimum/General Experience:** Five years of experience in preparing specifications and drawings using AutoCAD and related engineering design software. Experienced in proper use of printers, plotters, and other AutoCAD peripheral devices. Proficient in engineering design software quality assurance standards.

**Functional Responsibility:** Creates original AutoCAD drawings from sketches or redlined design or arrangement drawings and/or specifications.

**Minimum Education:** Associate degree in an engineering discipline, systems design, or computer science; or high school diploma plus two years of experience as an AutoCAD operator creating engineering and technical drawings.

**Commercial Job Title:**

**Administrative Assistant**

**Minimum/General Experience:** Possesses specialized administrative skills to support scientific or logistics efforts. Proven administrative skills associated with project office or operational support functions including development of correspondence; coordination and scheduling of meetings, training sessions and conferences; and oversight of daily office operations. Demonstrated familiarity with logistics-related nomenclature and Government/DoD correspondence standards and procedures. Proficient in PC-based systems. Proficient in selected application software packages such as Microsoft Office Professional Suite, Microsoft Project, etc. Supervises lower level clerical personnel.

**Functional Responsibility:** Performs specialized program/project administrative duties as required, which may include maintaining financial or other records, verifying statistical reports for accuracy and completeness, handling and/or adjusting customer complaints, making travel and/or meeting/conference arrangements,

taking inventory of equipment and supplies, and helping prepare invoices or budgetary requests.

**Minimum Education:** Business/secretarial school certification or high school diploma and two additional years of relevant experience.

**Commercial Job Title:** Clerical

**Minimum/General Experience:** Proficient in PC-based systems. Proficient in selected application software packages such as Microsoft Office Professional, etc.

**Functional Responsibility:** Monitors, manages, and manipulates routine administrative computer operations such as word processing. Properly prepares, formats, and prints administrative correspondence. Conducts operator level computer configuration functions. Proofreads, edits, and corrects correspondence. Operates computer equipment. Operates basic telecommunications equipment, including telephones and facsimile machines. Operates basic office equipment, including reproduction machines and GBC binder systems.

**Minimum Education:** High school diploma or business school certification.

NOTES:

1. For all categories, two additional years of directly-related job experience may be substituted for each year of college not attended.
2. Experience in general must be professional and job related, though it need not be in the specific area to be the employee's responsibility. Additional experience to be substituted for education must be in the area of the individual's assigned project responsibility.

**SBAR CONSOLIDATED SCHEDULE PRICE LIST**  
**Effective January 1, 2004**

<b>Contract Labor Categories:</b>	
<b>Information Technology Professional Services</b>	<b>Billing Rates</b>
Scientific Subject Matter Specialist	\$ 167.42
Subject Matter Expert	\$ 155.99
Appl Systems Analyst/Programmer (Staff Spec)	\$ 114.40
Site Manager	\$ 102.95
Manager-Info Systems Admin & Planning	\$ 87.35
Appl Systems Analyst/Programmer (Lead)	\$ 79.55
Network Engineer	\$ 68.11
Appl Systems Analyst/Programmer (Senior)	\$ 66.55
Appl Systems Analyst/Programmer	\$ 56.42
Network Support Technician (Senior)	\$ 53.56
Appl Systems Analyst/Programmer (Associate)	\$ 50.43
Document Specialist	\$ 49.92
Technician (Senior)	\$ 43.05
Technician	\$ 34.83
Electronic Input Operator (Lead)	\$ 33.28
Task Administrative Assistant	\$ 28.60

<b>Professional Engineering Services</b>	<b>Billing Rates</b>
Technical Manager	\$ 150.76
Program Manager	\$ 93.60
Senior Engineer	\$ 116.12
Engineer	\$ 85.12
Ocean Engineer	\$ 77.57
Mechanical Engineer	\$ 87.35
Electrical Engineer	\$ 88.29
Associate Engineer	\$ 59.60
Technical Specialist	\$ 74.87
Engineering Technician	\$ 54.15
Senior Engineering Draftsman	\$ 49.56
Draftsman	\$ 42.68
Senior Logistician / Analyst	\$ 73.84
Logistician / Analyst	\$ 55.92
Sr. Config / Data Mgmt Specialist	\$ 56.41
Config / Data Mgmt Specialist	\$ 38.01
Senior Technical Writer / Editor	\$ 51.88
Technical Writer / Editor	\$ 35.98
Sr. AutoCAD Specialist / Operator	\$ 52.00
Administrative Assistant	\$ 42.86
Clerical	\$ 31.50

2. Maximum order: **See below**

<b>SIN</b>	<b>Description</b>	<b>Max. Order</b>
<b>D301</b>	IT Facility Operation and Maintenance	\$500,000
<b>D302</b>	IT Systems Development Services	\$500,000
<b>D306</b>	IT Systems Analysis Services	\$500,000
<b>D313</b>	Computer Aided Design/Computer Aided Manufacturing (CAD/CAM) Services	\$500,000
<b>D316</b>	IT Network Management Services	\$500,000
<b>D399</b>	Other Information Technology Services, Not Elsewhere Classified	\$500,000

<b>CR425</b>	Engineering and Technical Services	\$750,000
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3. Minimum order: **\$50**
4. Geographic coverage: The fifty United States, the District of Columbia and the Commonwealth of Puerto Rico and such overseas locations as are acceptable to Santa Barbara Applied Research, Inc. (SBAR).
5. Points of production: **Not applicable**
6. Discount from list prices or statement of net price: **To be established on a Task Order basis**
7. Quantity discount: **To be established on a Task Order basis**
8. Prompt payment terms: **Net 30 days**
9.
  - a. Government purchase cards **are accepted** at or below the micropurchase threshold:
  - b. Government purchase cards **are not accepted** above the micropurchase threshold.
10. Foreign items: **Not applicable**
11.
  - a. Time of delivery: **To be established on a Task Order basis**
  - b. Expedited delivery: **Not applicable**
  - c. Overnight and 2-day delivery: **Not applicable**
  - d. Urgent requirements: **To be established on a Task Order basis**
12. F.O.B. point(s): **To be established on a Task Order basis**
13.
  - a. Ordering address:  
 Santa Barbara Applied Research, Inc  
 2151 Alessandro Drive, Suite 220

Ventura, CA 93035  
(805) 643-7081  
Attn: Mr. George C. Hambrick  
Email: george.hambrick@sbar.com

b. Ordering procedures. For supplies and 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](http://fss.gsa.gov/schedules)).

14. Payment address:  
Santa Barbara Applied Research, Inc  
2151 Alessandro Drive, Suite 220  
Ventura, CA 93001

15. Warranty provision:

#### **CONTRACTOR COMMITMENTS, WARRANTIES AND REPRESENTATION**

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

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

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

16. Export packing charges: **Not applicable**

17. Terms and conditions of Government purchase card acceptance (any thresholds above the micropurchase level): **Not applicable**

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 list prices: **Not applicable**
  - a. 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. a. Special attributes such as environmental attributes, e.g. recycled content, energy efficiency, and/or reduced pollutants: **Not applicable**
  - b. Section 508 compliance information on Electronic and Information Technology (EIT) supplies and services: **Not applicable**
25. Data Universal Number System (DUNS) number: 01-661-4893
26. SBAR maintains a current registration in the Central Contractor Registration (CCR) database