



**General Service Administration  
Federal Supply Service  
Professional Services Schedule (PSS)**  
Industrial Group: 00CORP  
Class: 871



**Defense Acquisition, Inc (DAI)**  
A Service Disabled Veteran Owned Small Business (SDVOSB)  
6767 Old Madison Pike, Suite 265  
Huntsville, AL 35806

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[www.da-inc.com](http://www.da-inc.com)

**Contract Number: GS-23F-0037S**  
November 30, 2005 through November 29, 2020

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## Company Information

**Company Name:** Defense Acquisition, Inc.

**Company Address:** 6767 Old Madison Pike, Suite 265  
Huntsville, AL 35806

**Phone:** (256) 327-9306

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**Website:** [www.da-inc.com](http://www.da-inc.com)

  

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**Business Size:** Small Business, Service Disabled Veteran Owned

## **About DAI**

Defense Acquisition, Inc (DAI) is a Service Disabled Veteran Owned Small Business started in March 2002 with initial work to provide GMD with Defense Acquisition Support. DAI currently has 50+ employees with approximately \$6.6 million in business for 2014.

DAI has demonstrated proven capabilities in various professional and technical areas, including Acquisition Management, Business Management, Systems Engineering, Logistics Management, Models and Simulations and Test and Evaluation.

DAI provides a range of technical and management services to customers such as: Ground-Based Midcourse Defense (several internal organizations), Missile Defense Agency, USA Space and Missile Defense Command, and the Program Executive Office Missiles and Space.

DAI is a customer oriented company that is mission focused providing “Value Added” products and services and has an exceptional track record for producing quality and timely results to meet customer requirements.

## **Customer Information**

PSS is Professional Services Schedule. It is a competitively-awarded Federal Supply Service Multiple Award Schedule contract. The purpose of the contract is to provide authorized users with access to carefully qualified contractors who can assist them with their engineering-related needs.

Under the PSS schedule, DAI may provide federal agencies and their contractors support in: Strategic Planning for Technology Programs / Activity; Concept Development and Requirements Analysis; Systems Design, Engineering and Integration; Test and Evaluation; Integrated Logistics Support (ILS); and Acquisition and Life Cycle Management. Support can be in either the mechanical or electrical engineering disciplines.

**1a. Awarded Special Item Number(s) SINs:**

Professional Services Schedule:

**871-1** Strategic Planning for Technology Programs / Activity

**871-1RC** Strategic Planning for Technology Programs / Activity

**871-2** Concept Development and Requirements Analysis

**871-2RC** Concept Development and Requirements Analysis

**871-3** Systems Design, Engineering and Integration

**871-3RC** Systems Design, Engineering and Integration

**871-4** Test and Evaluation

**871-4RC** Test and Evaluation

**871-5** Integrated Logistics Support

**871-5RC** Integrated Logistics Support

**871-6** Acquisition and Life Cycle Management

**871-6 RC** Acquisition and Life Cycle Management

**1b. Identification of the Lowest Priced Model Number and Lowest Unit Price for that Model for each SIN awarded in the contract:** Not Applicable

**1c. Description of All Corresponding Commercial Job Titles:** See the following sections Labor Categories, Labor Categories and Descriptions and Price List

2. **Maximum Order:** \$1,000,000
3. **Minimum Order:** \$100
4. **Geographic Coverage (Delivery Area):** Domestic Delivery
5. **Point of Production:** Same as Company Address
6. **Discounts from List Prices:** As may be arranged with ordering activity
7. **Quantity Discounts:** DAI provides a Volume Discount of 0.5% for contract dollar values between \$200,000 and \$400,000 and a 1.0% discount for contract dollar values over \$400,000
8. **Prompt Payment Terms:** Net 30
- 9a. **Acceptance of Government Purchase Cards:** DAI does accept government purchase cards at the micro-purchase threshold.
- 9b. **Acceptance of Government Purchase Cards above the Micro-Purchase Threshold:**  
DAI will accept cards up to \$3,000
10. **Foreign Items (list items by country of origin):** None
- 11a. **Time of Delivery:** Specific to Task Order
- 11b. **Expedited Delivery:** Contact Contractor
- 11c. **Overnight and 2-day Delivery:** Contact Contractor
- 11d. **Urgent Requirements:** Contact Contractor
12. **F.O.B Point:** Destination
13. **Ordering Address:**  
Defense Acquisition, Inc  
6767 Old Madison Pike, Suite 265  
Huntsville, AL 35806  
Office: (256) 327-9306  
Fax: (256) 327-9328
14. **Payment Address:**  
Defense Acquisition, Inc  
6767 Old Madison Pike, Suite 265  
Huntsville, AL 35806  
Office: (256) 327-9306

Fax: (256) 327-9328

15. **Warranty Provision:** Commercial Standard 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 Part Indicating Date of Parts Price List and Discounts from List Prices:** 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 such as Environmental Attributes:** Not Applicable
25. **DUNS Number:** 060418089
26. **Notification regarding registration in CCR database:** Registered

## **Contract Information**

**Contract Number:** GS-23F-0037S  
**Contract Period of Performance:** 11/30/2005 – 11/29/2020  
**Schedule Number:** 00CORP  
**Schedule Description:** Professional Services Schedule

### **SIN Numbers and Descriptions:**

**871-1 & 871-1RC Strategic Planning for Technology Programs/Activities -**

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

Example: The evaluation and preliminary definition of new and/or improved performance goals for navigation satellites ? such as launch procedures and costs, multi-user capability, useful service life, accuracy and resistance to natural and man made electronic interference.

Contractors are awarded one or more of the following primary engineering disciplines (PEDs) under this Special Item Number:

Chemical Engineering (CE)

Civil Engineering (CI)

Electrical Engineering (EE) Mechanical Engineering (ME)

**871-2 & 871-2RC Concept Development and Requirements Analysis -** Services required under this SIN involve abstract or concept studies and analysis, requirements definition, preliminary planning, the



evaluation of alternative technical approaches and associated costs for the development of enhancement of high level general performance specifications of a system, project, mission or activity. Typical associated tasks include, but are not limited to requirements analysis, cost/cost performance trade-off analysis, feasibility analysis, regulator compliance support, technology/system conceptual designs, training, and consulting.

Example: The development and analysis of the total mission profile and life cycle of the improved satellite including examination of performance and cost tradeoffs.

Contractors are awarded one or more of the following primary engineering disciplines (PEDs) under this Special Item Number:

Chemical Engineering (CE)

Civil Engineering (CI)

Electrical Engineering (EE) Mechanical Engineering (ME)

**871-3 & 871-3RC System Design, Engineering and Integration - Services**

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

Example: The navigation satellite concept produced in the preceding stage will be converted to a detailed engineering design

package, performance will be computer simulated and a working model will be built for testing and design verification.

Contractors are awarded one or more of the following primary engineering disciplines (PEDs) under this Special Item Number:

Chemical Engineering (CE)

Civil Engineering (CI)

Electrical Engineering (EE) Mechanical Engineering (ME)

**871-4 & 871-4RC Test and Evaluation** - Services required under this SIN involve

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

Example: The navigation satellite-working model will be subjected to a series of tests, which may simulate and ultimately duplicate its operational environment.

Contractors are awarded one or more of the following primary engineering disciplines (PEDs) under this Special Item Number:

Chemical Engineering (CE)

Civil Engineering (CI)

Electrical Engineering (EE) Mechanical Engineering (ME)

**871-5 & 871-5RC Integrated Logistics Support** - Services required under this SIN

involves the analysis, planning and detailed design of all engineering specific logistics support including material goods, personnel, and operational maintenance and repair of systems

throughout their lifecycles, excluding those systems associated with ?real property.? Typical associated tasks include, but are not limited to ergonomic/human performance analysis, feasibility analysis, logistics planning, requirements determination, policy standards/procedures development, long-term reliability and maintainability, training, and consulting.

Example: The full range of life cycle logistics support for the navigation satellite will be identified and designed in this stage including training, operation and maintenance requirements, and replacement procedures.

Contractors are awarded one or more of the following primary engineering disciplines (PEDs) under this Special Item Number:

Chemical Engineering (CE)

Civil Engineering (CI)

Electrical Engineering (EE) Mechanical Engineering (ME)

**871-6 & 871-6RC Acquisition and Life Cycle Management** - Services required under this SIN involve all of the planning, budgetary, contract and systems/program management functions required to procure and or/produce, render operational and provide life cycle support (maintenance, repair, supplies, engineering specific logistics) to (technology based) systems, activities, subsystems, projects, etc. Typical associated tasks include, but are not limited to operation and maintenance, program/project management, technology transfer/insertion, training and consulting.

Example: During this stage the actual manufacturing, launch, and performance monitoring of the navigation satellite will be assisted through project management, configuration management, reliability analysis, engineering retrofit improvements and similar

functions.

Contractors are awarded one or more of the following primary engineering disciplines (PEDs) under this Special Item Number:

Chemical Engineering (CE)

Civil Engineering (CI)

Electrical Engineering (EE) Mechanical Engineering (ME)

## Contract Terms & Conditions

### 52.212-4 Contract Terms and Conditions—Commercial Items.

As prescribed in [12.301\(b\)\(3\)](#), insert the following clause:

#### CONTRACT TERMS AND CONDITIONS—COMMERCIAL ITEMS (FEB 2007)

(a) *Inspection/Acceptance.* The Contractor shall only tender for acceptance those items that conform to the requirements of this contract. The Government reserves the right to inspect or test any supplies or services that have been tendered for acceptance. The Government may require repair or replacement of nonconforming supplies or reperformance of nonconforming services at no increase in contract price. If repair/replacement or reperformance will not correct the defects or is not possible, the Government may seek an equitable price reduction or adequate consideration for acceptance of nonconforming supplies or services. The Government must exercise its post-acceptance rights—

(1) Within a reasonable time after the defect was discovered or should have been discovered; and

(2) Before any substantial change occurs in the condition of the item, unless the change is due to the defect in the item.

(b) *Assignment.* The Contractor or its assignee may assign its rights to receive payment due as a result of performance of this contract to a bank, trust company, or other financing institution, including any Federal lending agency in accordance with the Assignment of Claims Act ([31 U.S.C. 3727](#)). However, when a third party makes payment (*e.g.*, use of the Governmentwide commercial purchase card), the Contractor may not assign its rights to receive payment under this contract.

(c) *Changes.* Changes in the terms and conditions of this contract may be made only by written agreement of the parties.

(d) *Disputes.* This contract is subject to the Contract Disputes Act of 1978, as amended ([41 U.S.C. 601-613](#)). Failure of the parties to this contract to reach agreement on any request for equitable adjustment, claim, appeal or action arising under or relating to this contract shall be a dispute to be resolved in accordance with the clause at FAR [52.233-1](#), Disputes, which is

incorporated herein by reference. The Contractor shall proceed diligently with performance of this contract, pending final resolution of any dispute arising under the contract.

(e) *Definitions*. The clause at FAR [52.202-1](#), Definitions, is incorporated herein by reference.

(f) *Excusable delays*. The Contractor shall be liable for default unless nonperformance is caused by an occurrence beyond the reasonable control of the Contractor and without its fault or negligence such as, acts of God or the public enemy, acts of the Government in either its sovereign or contractual capacity, fires, floods, epidemics, quarantine restrictions, strikes, unusually severe weather, and delays of common carriers. The Contractor shall notify the Contracting Officer in writing as soon as it is reasonably possible after the commencement of any excusable delay, setting forth the full particulars in connection therewith, shall remedy such occurrence with all reasonable dispatch, and shall promptly give written notice to the Contracting Officer of the cessation of such occurrence.

(g) Invoice.

(1) The Contractor shall submit an original invoice and three copies (or electronic invoice, if authorized) to the address designated in the contract to receive invoices. An invoice must include—

- (i) Name and address of the Contractor;
- (ii) Invoice date and number;
- (iii) Contract number, contract line item number and, if applicable, the order number;
- (iv) Description, quantity, unit of measure, unit price and extended price of the items delivered;
- (v) Shipping number and date of shipment, including the bill of lading number and weight of shipment if shipped on Government bill of lading;
- (vi) Terms of any discount for prompt payment offered;
- (vii) Name and address of official to whom payment is to be sent;
- (viii) Name, title, and phone number of person to notify in event of defective invoice; and
- (ix) Taxpayer Identification Number (TIN). The Contractor shall include its TIN on the invoice only if required elsewhere in this contract.
- (x) Electronic funds transfer (EFT) banking information.

(A) The Contractor shall include EFT banking information on the invoice only if required elsewhere in this contract.

(B) If EFT banking information is not required to be on the invoice, in order for the invoice to be a proper invoice, the Contractor shall have submitted correct EFT banking information in accordance with the applicable solicitation provision, contract clause (e.g., [52.232-33](#), Payment by Electronic Funds Transfer—Central Contractor Registration, or [52.232-34](#), Payment by Electronic Funds Transfer—Other Than Central Contractor Registration), or applicable agency procedures.

(C) EFT banking information is not required if the Government waived the requirement to pay by EFT.

(2) Invoices will be handled in accordance with the Prompt Payment Act ([31 U.S.C. 3903](#)) and Office of Management and Budget (OMB) prompt payment regulations at 5 CFR Part 1315.

(h) *Patent indemnity*. The Contractor shall indemnify the Government and its officers, employees and agents against liability, including costs, for actual or alleged direct or contributory infringement of, or inducement to infringe, any United States or foreign patent, trademark or copyright, arising out of the performance of this contract, provided the Contractor is reasonably notified of such claims and proceedings.

(i) Payment.—

(1) *Items accepted*. Payment shall be made for items accepted by the Government that have been delivered to the delivery destinations set forth in this contract.

(2) *Prompt payment*. The Government will make payment in accordance with the Prompt Payment Act ([31 U.S.C. 3903](#)) and prompt payment regulations at 5 CFR Part 1315.

(3) *Electronic Funds Transfer (EFT)*. If the Government makes payment by EFT, see [52.212-5\(b\)](#) for the appropriate EFT clause.

(4) *Discount*. In connection with any discount offered for early payment, time shall be computed from the date of the invoice. For the purpose of computing the discount earned, payment shall be considered to have been made on the date which appears on the payment check or the specified payment date if an electronic funds transfer payment is made.

(5) *Overpayments*. If the Contractor becomes aware of a duplicate contract financing or invoice payment or that the Government has otherwise overpaid on a contract financing or

invoice payment, the Contractor shall immediately notify the Contracting Officer and request instructions for disposition of the overpayment.

(j) *Risk of loss.* Unless the contract specifically provides otherwise, risk of loss or damage to the supplies provided under this contract shall remain with the Contractor until, and shall pass to the Government upon:

(1) Delivery of the supplies to a carrier, if transportation is f.o.b. origin; or

(2) Delivery of the supplies to the Government at the destination specified in the contract, if transportation is f.o.b. destination.

(k) *Taxes.* The contract price includes all applicable Federal, State, and local taxes and duties.

(l) *Termination for the Government's convenience.* The Government reserves the right to terminate this contract, or any part hereof, for its sole convenience. In the event of such termination, the Contractor shall immediately stop all work hereunder and shall immediately cause any and all of its suppliers and subcontractors to cease work. Subject to the terms of this contract, the Contractor shall be paid a percentage of the contract price reflecting the percentage of the work performed prior to the notice of termination, plus reasonable charges the Contractor can demonstrate to the satisfaction of the Government using its standard record keeping system, have resulted from the termination. The Contractor shall not be required to comply with the cost accounting standards or contract cost principles for this purpose. This paragraph does not give the Government any right to audit the Contractor's records. The Contractor shall not be paid for any work performed or costs incurred which reasonably could have been avoided.

(m) *Termination for cause.* The Government may terminate this contract, or any part hereof, for cause in the event of any default by the Contractor, or if the Contractor fails to comply with any contract terms and conditions, or fails to provide the Government, upon request, with adequate assurances of future performance. In the event of termination for cause, the Government shall not be liable to the Contractor for any amount for supplies or services not accepted, and the Contractor shall be liable to the Government for any and all rights and remedies provided by law. If it is determined that the Government improperly terminated this contract for default, such termination shall be deemed a termination for convenience.



(n) *Title*. Unless specified elsewhere in this contract, title to items furnished under this contract shall pass to the Government upon acceptance, regardless of when or where the Government takes physical possession.

(o) *Warranty*. The Contractor warrants and implies that the items delivered hereunder are merchantable and fit for use for the particular purpose described in this contract.

(p) *Limitation of liability*. Except as otherwise provided by an express warranty, the Contractor will not be liable to the Government for consequential damages resulting from any defect or deficiencies in accepted items.

(q) *Other compliances*. The Contractor shall comply with all applicable Federal, State and local laws, executive orders, rules and regulations applicable to its performance under this contract.

(r) *Compliance with laws unique to Government contracts*. The Contractor agrees to comply with [31 U.S.C. 1352](#) relating to limitations on the use of appropriated funds to influence certain Federal contracts; [18 U.S.C. 431](#) relating to officials not to benefit; [40 U.S.C. 3701](#), *et seq.*, Contract Work Hours and Safety Standards Act; [41 U.S.C. 51-58](#), Anti-Kickback Act of 1986; [41 U.S.C. 265](#) and [10 U.S.C. 2409](#) relating to whistleblower protections; [49 U.S.C. 40118](#), Fly American; and [41 U.S.C. 423](#) relating to procurement integrity.

(s) *Order of precedence*. Any inconsistencies in this solicitation or contract shall be resolved by giving precedence in the following order:

(1) The schedule of supplies/services.

(2) The Assignments, Disputes, Payments, Invoice, Other Compliances, and Compliance with Laws Unique to Government Contracts paragraphs of this clause.

(3) The clause at [52.212-5](#).

(4) Addenda to this solicitation or contract, including any license agreements for computer software.

(5) Solicitation provisions if this is a solicitation.

(6) Other paragraphs of this clause.

(7) The [Standard Form 1449](#).

(8) Other documents, exhibits, and attachments.

(9) The specification.

(t) Central Contractor Registration (CCR).

(1) Unless exempted by an addendum to this contract, the Contractor is responsible during performance and through final payment of any contract for the accuracy and completeness of the data within the CCR database, and for any liability resulting from the Government's reliance on inaccurate or incomplete data. To remain registered in the CCR database after the initial registration, the Contractor is required to review and update on an annual basis from the date of initial registration or subsequent updates its information in the CCR database to ensure it is current, accurate and complete. Updating information in the CCR does not alter the terms and conditions of this contract and is not a substitute for a properly executed contractual document.

(2)(i) If a Contractor has legally changed its business name, "doing business as" name, or division name (whichever is shown on the contract), or has transferred the assets used in performing the contract, but has not completed the necessary requirements regarding novation and change-of-name agreements in FAR [Subpart 42.12](#), the Contractor shall provide the responsible Contracting Officer a minimum of one business day's written notification of its intention to (A) change the name in the CCR database; (B) comply with the requirements of [Subpart 42.12](#); and (C) agree in writing to the timeline and procedures specified by the responsible Contracting Officer. The Contractor must provide with the notification sufficient documentation to support the legally changed name.

(ii) If the Contractor fails to comply with the requirements of paragraph (t)(2)(i) of this clause, or fails to perform the agreement at paragraph (t)(2)(i)(C) of this clause, and, in the absence of a properly executed novation or change-of-name agreement, the CCR information that shows the Contractor to be other than the Contractor indicated in the contract will be considered to be incorrect information within the meaning of the "Suspension of Payment" paragraph of the electronic funds transfer (EFT) clause of this contract.

(3) The Contractor shall not change the name or address for EFT payments or manual payments, as appropriate, in the CCR record to reflect an assignee for the purpose of assignment of claims (see [Subpart 32.8](#), Assignment of Claims). Assignees shall be separately registered in the CCR database. Information provided to the Contractor's CCR record that indicates payments, including those made by EFT, to an ultimate recipient other than that Contractor will be

considered to be incorrect information within the meaning of the “Suspension of payment” paragraph of the EFT clause of this contract.

(4) Offerors and Contractors may obtain information on registration and annual confirmation requirements via the internet at <http://www.ccr.gov> or by calling 1-888-227-2423 or 269-961-5757.

## Labor Categories

<b>LABOR CATEGORY</b>
Sr. Mgt. Technical Staff 4
Sr. Mgt. Technical Staff 3
Sr. Mgt. Technical Staff 2
Sr. Mgt. Technical Staff 1
Engineer 8
Engineer 7
Engineer 6
Engineer 5
Engineer 4
Engineer 3
Engineer 2
Engineer 1
Analyst 8
Analyst 7
Analyst 6
Analyst 5
Analyst 4
Analyst 3
Analyst 2
Analyst 1
Programmer 4
Programmer 3
Programmer 2
Programmer 1
Technician 4
Technician 3
Technician 2
Technician 1
Typist/Secretary 4
Typist/Secretary 3
Typist/Secretary 2
Typist/Secretary 1
Graphics Illus./Tech Writer 4
Graphics Illus./Tech Writer 3
Graphics Illus./Tech Writer 2
Graphics Illus./Tech Writer 1
Business Consultant 4
Business Consultant 3
Business Consultant 2
Business Consultant 1

## Labor Category Descriptions

### Sr Management Technical Staff

Directs, plans, organizes, and controls the project to ensure that all project obligations are fulfilled in an effective and timely manner. Must have eight years experience in managing multiple concurrent task and projects. Serves as point of contact with the customer, formulates and enforces work standards, develops schedules, reviews work plans and communicates policies, purposes and goals of the organization, and manages funds and resources.

Category Level	Years Experience	Minimum Education
Sr Management Technical Staff 1	10	Masters Degree
Sr Management Technical Staff 2	12	Masters Degree
Sr Management Technical Staff 3	15	Masters Degree
Sr Management Technical Staff 4	19+	Masters Degree

1. Degree from an accredited institution in Engineering, Physical Sciences, Math, Management Information Systems, CS, Business, or other field relevant to support in which the individual is performing.
2. Experience may be substituted for degree requirements as follows: four (4) years experience for bachelors, seven (7) years for Masters; ten (10) years experience for Doctorate

### Analyst

Provides analysis support in any of the following disciplines: engineering, science, business, financial, cost, or program management. Typical duties performed may include; analysis, design, development, testing, integration, logistics, program management, cost, financial, or management analysis, or maintenance of systems, processes, programs, offices or products.

Category Level	Years Experience	Minimum Education	Additional Information
Analyst 1	0	Bachelor Degree	Works under the direction of a senior-related position.
Analyst 2	2	Bachelor Degree	Works under general supervision.
Analyst 3	4	Bachelor Degree	Works somewhat independently supporting major tasks.
Analyst 4	6	Bachelor Degree	Requires demonstrated successful performance of lead responsibility for specific tasks. Works under limited supervision.

Analyst 5	8	Bachelor Degree	Requires demonstrated successful performance of lead responsibility for major tasks. Works under broad guidelines.
Analyst 6	10	Bachelor Degree	Requires demonstrated successful performance of lead responsibility for major tasks. Leads Ad-hoc teams.
Analyst 7	12	Bachelor Degree	Requires demonstrated successful performance of lead responsibility for major tasks. Team Leader.
Analyst 8	16	Bachelor Degree	Requires demonstrated successful performance of lead responsibility for major tasks. Supervisory role.

1. Degree from an accredited institution in Engineering, Physical Sciences, Math, Management Information Systems, CS, Business, or other field relevant to support in which the individual is performing.
2. A Masters degree may be substituted for two (2) years experience. A Doctorate degree may be substituted for four (4) years of experience.
3. Experience may be substituted for degree requirements as follows: four (4) years experience for bachelors, seven (7) years for Masters; (10) years experience for Doctorate

## Engineer

Plans, schedules, conducts or coordinates detailed phases of the engineering or scientific work in a project or performs work that involves conventional engineering or scientific practices. Typical work may include research, development, design, testing, logistics, analysis, production, maintenance, operation, planning, estimating, application, or standardization of engineering facilities, systems, structures, software applications, firmware, processes equipment, devices, or materials.

Category Level	Years Experience	Minimum Education	Additional Information
Engineer 1	0	Bachelor Degree	Works under the direction of a senior-related position.
Engineer 2	2	Bachelor Degree	Works under general supervision.
Engineer 3	4	Bachelor Degree	Works somewhat independently supporting major tasks.
Engineer 4	6	Bachelor Degree	Requires demonstrated successful performance of lead responsibility for specific tasks. Works under limited supervision.
Engineer 5	8	Bachelor Degree	Requires demonstrated successful performance of lead responsibility for major tasks. Works under broad guidelines.

Engineer 6	10	Bachelor Degree	Requires demonstrated successful performance of lead responsibility for major tasks. Leads Ad-hoc teams.
Engineer 7	12	Bachelor Degree	Requires demonstrated successful performance of lead responsibility for major tasks. Team Leader.
Engineer 8	16	Bachelor Degree	Requires demonstrated successful performance of lead responsibility for major tasks. Supervisory role.

1. Degree from an accredited institution in Engineering, Physical Sciences, Math, Management Information Systems, CS, Business, or other field relevant to support in which the individual is performing.
2. A Masters degree may be substituted for two (2) years experience. A Doctorate degree may be substituted for four (4) years of experience.

### **Programmer**

Designs, develops, implements, tests, maintains, operates, and/or documents computer programs and systems. Other duties may include design, development, and/or implementation of databases with respect to access methods, access time, and device allocation, as well as maintenance of database files and monitoring of standards and procedures.

<b>Category Level</b>	<b>Years Experience</b>	<b>Minimum Education</b>	<b>Additional Information</b>
Programmer 1	0	Bachelor Degree	Support role working under supervision
Programmer 2	4	Bachelor Degree	Works somewhat independently supporting major tasks.
Programmer 3	8	Bachelor Degree	Requires demonstrated successful performance of lead responsibility for major tasks. Works under broad guidelines.
Programmer 4	12	Bachelor Degree	Requires demonstrated successful performance of lead responsibility for major tasks. Team Leader.

1. Degree in Engineering, Physical Sciences, Math, Management Information Systems, CS, Business, or other field relevant to support in which the individual is performing.
2. Each year (24 semester hours/30 quarter hours) of post-graduate education may substitute for one year of experience.
3. Each year and a half of experience above minimum may substitute for one year of college.

## Business Consultant

Duties may include any of the following: competitive sourcing, outsourcing methodologies, value chain analysis, strategic planning, process improvement methodologies, change enablement and management, site-selection, and consolidation of operations. Other duties may include development of training curriculum to meet the unique needs of a particular customer's requirements, facilitate working groups and sessions, design schedules, conduct analyses, develop models, write reports, prepare presentations, present results, perform data collection, and data reduction/consolidation requirements.

Category Level	Years Experience	Minimum Education	Additional Information
Business Consultant 1	5	Bachelor Degree	Support role working under supervision.
Business Consultant 2	7	Bachelor Degree	Supports tasks for one or multiple customers. May lead a specific task in support of a particular customer.
Business Consultant 3	9	Bachelor Degree	Manages tasks or contracts for a single customer and is responsible for technical, management, and cost performance. Performs work in a variety of operational areas or in a single consulting area.
Business Consultant 4	15	Bachelor Degree	Serves as a senior advisor/analyst to customer's executive management team in a variety of capacities. May serve as the project lead for either a contract or task. May serve as the primary customer point of contact for an activity.

1. Degree from an accredited institution in Engineering, Physical Sciences, Math, Management Information Systems, CS, Business, or other field relevant to support in which the individual is performing.
2. A Masters degree may be substituted for two (2) years experience. A Doctorate degree may be substituted for four (4) years of experience.
3. Experience may be substituted for degree requirements as follows: four (4) years experience for bachelors, seven (7) years for Masters; ten (10) years experience for Doctorate

## Technician



Provides technical support to senior management, engineers, scientists, analysts, programmers, and consultants working in such areas as research, design, development, program management, logistics, analysis, monitoring or testing.

Category Level	Years Experience	Minimum Education	Additional Information
Technician 1	0-5	High School	Supporting role under close supervision.
Technician 2	5-10	High School	Supporting role under close supervision.
Technician 3	10-15	High School	Leads tasks/works under broad guidelines.
Technician 4	15+	High School	Supervisory responsibility

1. Formal training in the area of expertise may be substituted for experience on a one-to-one basis.

### Graphic Artist/Tech Illustrator

Designs and develops complex graphics and illustrations for use in technical materials, manuals and publications. Operates computer hardware and software to prepare, revise, print and store text, illustrations, graphs, charts, etc. May include operation of equipment, such as still and video camera, for the design and production of photos and videotape. Formulates concept and renders illustration and detail from models, sketches, memory, written or verbal instructions, and imagination. Selects type, draws lettering, lays out material, or performs related duties. Determines style, technique, and medium best suited to produce desired effects and conform to reproduction requirements, or follows specific instructions regarding these variables.

Category Level	Experience	Minimum Education	Additional Information
Graphic Artist/Tech Illustrator 1	0	High School Diploma or GED	Supporting role under close supervision.
Graphic Artist/Tech Illustrator 2	6	Associates Degree	Supporting role with minimum supervision.
Graphic Artist/Tech Illustrator 3	10	Bachelor Degree	Leads major tasks. Works under broad guidelines.
Graphic Artist/Tech Illustrator 4	15+	Bachelor Degree	Leads major tasks with supervisory Role

1. Each year and a half of experience above minimum may substitute for one year of college.

## Typist/Secretary

Performs diverse administrative duties. Initiates special reports, composes routine correspondence, and compiles statistical and budget information. Must be able to communicate with all levels of company personnel to gather and convey information.

Category Level	Experience	Minimum Education	Additional Information
Typist/Secretary 1	0	High School Diploma or GED	Supporting role under close supervision.
Typist/Secretary 2	4	High School Diploma or GED	Supporting role under limited supervision.
Typist/Secretary 3	10	High School Diploma or GED	Works independently with broad guidelines.
Typist/Secretary 4	15+	High School Diploma or GED	Supports senior Executives or in a supervisory role.

Defense Acquisition, Inc. acknowledges the requirements of the Service Contract Act (SCA) and confirms contract prices for the non-exempt labor categories meet the SCA minimums in the contract. The SCA matrix identifies the labor categories that fall under the requirements of the SCA.

### SCA Matrix

SCA Eligible Contract Labor Category	SCA Equivalent Code - Title	WD Number
Typist / Secretary 1	01-311 - Secretary I	2005-2007
Typist / Secretary 2	01-312 - Secretary II	2005-2007
Typist / Secretary 3	01-313 - Secretary III	2005-2007
Programmer 1	14071 - Computer Programmer I	2005-2007
Programmer 2	14072 - Computer Programmer II	2005-2007
Programmer 3	14073 - Computer Programmer III	2005-2007
Programmer 4	14074 - Computer Programmer IV	2005-2007
Technician 1	30081 – Engineering Technician I	2005-2007
Technician 2	30082 – Engineering Technician II	2005-2007
Technician 3	30083 – Engineering Technician III	2005-2007
Technician 4	30084 – Engineering Technician IV	2005-2007
Graphics Illustrator / Technical Writer 1	30461 - Technical Writer I	2005-2007
Graphics Illustrator / Technical Writer 2	30462 - Technical Writer II	2005-2007
Graphics Illustrator / Technical Writer 3	30463 - Technical Writer III	2005-2007

The Service Contract Act (SCA) is applicable to this contract and it includes SCA applicable labor categories. The prices for the indicated SCA labor categories are based on the U.S. Department of Labor Wage Determination Numbers identified in the matrix. The prices offered are based on the preponderance of where work is performed and should the contractor perform in an area with lower SCA rates, resulting in lower wages being paid, the task order prices will be discounted accordingly.

## **Price List**

### **Period of Performance for Each FY:**

FY08 = November 30, 2007 to November 29, 2008

FY09 = November 30, 2008 to November 29, 2009

FY10 = November 30, 2009 to November 29, 2010

FY11 = November 30, 2010 to November 29, 2011

FY12 = November 30, 2011 to November 29, 2012

FY13 = November 30, 2012 to November 29, 2013

FY14 = November 30, 2013 to November 29, 2014

FY15 = November 30, 2014 to November 29, 2015

FY16 = November 30, 2015 to November 29, 2016

FY17 = November 30, 2016 to November 29, 2017

FY18 = November 30, 2017 to November 29, 2018

FY19 = November 30, 2018 to November 29, 2019

FY20 = November 30, 2019 to November 29, 2020

<b>LABOR CATEGORY</b>	<b>FY08</b>	<b>FY09</b>	<b>FY10</b>	<b>FY11</b>
Sr. Mgt. Technical Staff 4	\$ 166.25	\$ 171.24	\$ 176.38	\$ 181.67
Sr. Mgt. Technical Staff 3	\$ 140.90	\$ 145.13	\$ 149.48	\$ 153.96
Sr. Mgt. Technical Staff 2	\$ 127.22	\$ 131.04	\$ 134.97	\$ 139.02
Sr. Mgt. Technical Staff 1	\$ 111.45	\$ 114.79	\$ 118.23	\$ 121.78
Engineer 8	\$ 133.08	\$ 137.07	\$ 141.18	\$ 145.42
Engineer 7	\$ 110.17	\$ 113.47	\$ 116.87	\$ 120.38
Engineer 6	\$ 103.69	\$ 106.81	\$ 110.01	\$ 113.31
Engineer 5	\$ 92.36	\$ 95.13	\$ 97.99	\$ 100.93
Engineer 4	\$ 79.03	\$ 81.40	\$ 83.84	\$ 86.35
Engineer 3	\$ 68.26	\$ 70.31	\$ 72.42	\$ 74.59
Engineer 2	\$ 62.91	\$ 64.49	\$ 66.43	\$ 68.42
Engineer 1	\$ 50.86	\$ 52.39	\$ 53.96	\$ 55.58
Analyst 8	\$ 124.78	\$ 128.52	\$ 132.38	\$ 136.35
Analyst 7	\$ 113.04	\$ 116.43	\$ 119.92	\$ 123.52
Analyst 6	\$ 97.91	\$ 100.85	\$ 103.87	\$ 106.99
Analyst 5	\$ 87.17	\$ 89.79	\$ 92.48	\$ 95.26
Analyst 4	\$ 78.53	\$ 80.88	\$ 83.31	\$ 85.81
Analyst 3	\$ 70.45	\$ 72.57	\$ 74.75	\$ 76.99
Analyst 2	\$ 58.90	\$ 60.67	\$ 62.49	\$ 64.36
Analyst 1	\$ 48.58	\$ 50.04	\$ 51.54	\$ 53.08
Programmer 4	\$ 91.87	\$ 94.63	\$ 97.47	\$ 100.39
Programmer 3	\$ 80.91	\$ 83.34	\$ 85.84	\$ 88.42
Programmer 2	\$ 59.93	\$ 61.73	\$ 63.58	\$ 65.49
Programmer 1	\$ 45.66	\$ 47.03	\$ 48.44	\$ 49.89
Technician 4	\$ 70.50	\$ 72.61	\$ 74.79	\$ 77.03
Technician 3	\$ 58.71	\$ 60.47	\$ 62.29	\$ 64.15
Technician 2	\$ 50.55	\$ 52.07	\$ 53.63	\$ 55.24
Technician 1	\$ 40.81	\$ 42.04	\$ 43.30	\$ 44.60
Typist/Secretary 4	\$ 48.50	\$ 49.96	\$ 51.46	\$ 53.00
Typist/Secretary 3	\$ 42.92	\$ 44.21	\$ 45.54	\$ 46.90
Typist/Secretary 2	\$ 37.85	\$ 38.99	\$ 40.16	\$ 41.36
Typist/Secretary 1	\$ 33.21	\$ 34.20	\$ 35.23	\$ 36.29
Graphics Illus./Tech Writer 4	\$ 57.30	\$ 59.02	\$ 60.79	\$ 62.61
Graphics Illus./Tech Writer 3	\$ 53.76	\$ 55.37	\$ 57.03	\$ 58.74
Graphics Illus./Tech Writer 2	\$ 45.68	\$ 47.05	\$ 48.46	\$ 49.92
Graphics Illus./Tech Writer 1	\$ 40.44	\$ 41.65	\$ 42.90	\$ 44.19
Business Consultant 3	\$ 174.73	\$ 179.97	\$ 185.37	\$ 190.93
Business Consultant 2	\$ 149.62	\$ 154.10	\$ 158.73	\$ 163.49
Business Consultant 1	\$ 124.50	\$ 128.24	\$ 132.09	\$ 136.05

<b>LABOR CATEGORY</b>	<b>FY12</b>	<b>FY13</b>	<b>FY14</b>	<b>FY15</b>
Sr. Mgt. Technical Staff 4	\$ 187.12	\$ 192.73	\$ 198.51	\$ 204.47
Sr. Mgt. Technical Staff 3	\$ 158.58	\$ 163.34	\$ 168.24	\$ 173.29
Sr. Mgt. Technical Staff 2	\$ 143.19	\$ 147.49	\$ 151.91	\$ 156.47
Sr. Mgt. Technical Staff 1	\$ 125.43	\$ 129.19	\$ 133.07	\$ 137.06
Engineer 8	\$ 149.78	\$ 154.27	\$ 158.90	\$ 163.67
Engineer 7	\$ 123.99	\$ 127.71	\$ 131.54	\$ 135.49
Engineer 6	\$ 116.71	\$ 120.21	\$ 123.82	\$ 127.53
Engineer 5	\$ 103.96	\$ 107.08	\$ 110.29	\$ 113.60
Engineer 4	\$ 88.94	\$ 91.61	\$ 94.36	\$ 97.19
Engineer 3	\$ 76.83	\$ 79.13	\$ 81.50	\$ 83.95
Engineer 2	\$ 70.47	\$ 72.58	\$ 74.76	\$ 77.00
Engineer 1	\$ 57.25	\$ 58.97	\$ 60.74	\$ 62.56
Analyst 8	\$ 140.44	\$ 144.65	\$ 148.99	\$ 153.46
Analyst 7	\$ 127.23	\$ 131.05	\$ 134.98	\$ 139.03
Analyst 6	\$ 110.20	\$ 113.51	\$ 116.92	\$ 120.43
Analyst 5	\$ 98.12	\$ 101.06	\$ 104.09	\$ 107.21
Analyst 4	\$ 88.38	\$ 91.03	\$ 93.76	\$ 96.57
Analyst 3	\$ 79.30	\$ 81.68	\$ 84.13	\$ 86.65
Analyst 2	\$ 66.29	\$ 68.28	\$ 70.33	\$ 72.44
Analyst 1	\$ 54.67	\$ 56.31	\$ 58.00	\$ 59.74
Programmer 4	\$ 103.40	\$ 106.50	\$ 109.70	\$ 112.99
Programmer 3	\$ 91.07	\$ 93.80	\$ 96.61	\$ 99.51
Programmer 2	\$ 67.45	\$ 69.47	\$ 71.55	\$ 73.70
Programmer 1	\$ 51.39	\$ 52.93	\$ 54.52	\$ 56.16
Technician 4	\$ 79.34	\$ 81.72	\$ 84.17	\$ 86.70
Technician 3	\$ 66.07	\$ 68.05	\$ 70.09	\$ 72.19
Technician 2	\$ 56.90	\$ 58.61	\$ 60.37	\$ 62.18
Technician 1	\$ 45.94	\$ 47.32	\$ 48.74	\$ 50.20
Typist/Secretary 4	\$ 54.59	\$ 56.23	\$ 57.92	\$ 59.66
Typist/Secretary 3	\$ 48.31	\$ 49.76	\$ 51.25	\$ 52.79
Typist/Secretary 2	\$ 42.60	\$ 43.88	\$ 45.20	\$ 46.56
Typist/Secretary 1	\$ 37.38	\$ 38.50	\$ 39.66	\$ 40.85
Graphics Illus./Tech Writer 4	\$ 64.49	\$ 66.42	\$ 68.41	\$ 70.46
Graphics Illus./Tech Writer 3	\$ 60.50	\$ 62.32	\$ 64.19	\$ 66.12
Graphics Illus./Tech Writer 2	\$ 51.42	\$ 52.96	\$ 54.55	\$ 56.19
Graphics Illus./Tech Writer 1	\$ 45.52	\$ 46.89	\$ 48.30	\$ 49.75
Business Consultant 4	\$ 224.92	\$ 231.67	\$ 238.62	\$ 245.78
Business Consultant 3	\$ 196.66	\$ 202.56	\$ 208.64	\$ 214.90
Business Consultant 2	\$ 168.39	\$ 173.44	\$ 178.64	\$ 184.00
Business Consultant 1	\$ 140.13	\$ 144.33	\$ 148.66	\$ 153.12

<b>LABOR CATEGORY</b>	<b>FY16</b>	<b>FY17</b>	<b>FY18</b>	<b>FY19</b>	<b>FY20</b>
Sr. Mgt. Technical Staff 4	\$ 209.17	\$ 213.98	\$ 218.90	\$ 223.94	\$ 229.09
Sr. Mgt. Technical Staff 3	\$ 177.28	\$ 181.36	\$ 185.53	\$ 189.80	\$ 194.16
Sr. Mgt. Technical Staff 2	\$ 160.07	\$ 163.75	\$ 167.52	\$ 171.37	\$ 175.31
Sr. Mgt. Technical Staff 1	\$ 140.22	\$ 143.45	\$ 146.74	\$ 150.12	\$ 153.57
Engineer 8	\$ 167.43	\$ 171.28	\$ 175.22	\$ 179.25	\$ 183.37
Engineer 7	\$ 138.61	\$ 141.80	\$ 145.06	\$ 148.40	\$ 151.81
Engineer 6	\$ 130.46	\$ 133.46	\$ 136.53	\$ 139.67	\$ 142.88
Engineer 5	\$ 116.20	\$ 118.87	\$ 121.61	\$ 124.40	\$ 127.26
Engineer 4	\$ 99.43	\$ 101.72	\$ 104.06	\$ 106.45	\$ 108.90
Engineer 3	\$ 85.88	\$ 87.86	\$ 89.88	\$ 91.94	\$ 94.06
Engineer 2	\$ 78.78	\$ 80.59	\$ 82.45	\$ 84.34	\$ 86.28
Engineer 1	\$ 63.99	\$ 65.46	\$ 66.97	\$ 68.51	\$ 70.08
Analyst 8	\$ 156.99	\$ 160.60	\$ 164.29	\$ 168.07	\$ 171.94
Analyst 7	\$ 142.23	\$ 145.50	\$ 148.85	\$ 152.27	\$ 155.77
Analyst 6	\$ 123.19	\$ 126.02	\$ 128.92	\$ 131.89	\$ 134.92
Analyst 5	\$ 109.68	\$ 112.20	\$ 114.78	\$ 117.42	\$ 120.12
Analyst 4	\$ 98.80	\$ 101.07	\$ 103.40	\$ 105.78	\$ 108.21
Analyst 3	\$ 88.64	\$ 90.68	\$ 92.76	\$ 94.90	\$ 97.08
Analyst 2	\$ 74.11	\$ 75.81	\$ 77.56	\$ 79.34	\$ 81.17
Analyst 1	\$ 61.12	\$ 62.53	\$ 63.96	\$ 65.44	\$ 66.94
Programmer 4	\$ 115.59	\$ 118.25	\$ 120.97	\$ 123.75	\$ 126.60
Programmer 3	\$ 101.80	\$ 104.14	\$ 106.54	\$ 108.99	\$ 111.49
Programmer 2	\$ 75.41	\$ 77.14	\$ 78.92	\$ 80.73	\$ 82.59
Programmer 1	\$ 57.44	\$ 58.76	\$ 60.11	\$ 61.50	\$ 62.91
Technician 4	\$ 88.69	\$ 90.73	\$ 92.82	\$ 94.95	\$ 97.14
Technician 3	\$ 73.87	\$ 75.57	\$ 77.31	\$ 79.09	\$ 80.90
Technician 2	\$ 63.60	\$ 65.06	\$ 66.56	\$ 68.09	\$ 69.66
Technician 1	\$ 51.34	\$ 52.52	\$ 53.73	\$ 54.96	\$ 56.23
Typist/Secretary 4	\$ 61.02	\$ 62.42	\$ 63.86	\$ 65.33	\$ 66.83
Typist/Secretary 3	\$ 54.00	\$ 55.24	\$ 56.51	\$ 57.81	\$ 59.14
Typist/Secretary 2	\$ 47.62	\$ 48.72	\$ 49.84	\$ 50.98	\$ 52.15
Typist/Secretary 1	\$ 41.78	\$ 42.74	\$ 43.72	\$ 44.73	\$ 45.76
Graphics Illus./Tech Writer 4	\$ 72.09	\$ 73.75	\$ 75.44	\$ 77.18	\$ 78.95
Graphics Illus./Tech Writer 3	\$ 67.63	\$ 69.19	\$ 70.78	\$ 72.40	\$ 74.07
Graphics Illus./Tech Writer 2	\$ 57.47	\$ 58.79	\$ 60.14	\$ 61.53	\$ 62.94
Graphics Illus./Tech Writer 1	\$ 50.88	\$ 52.05	\$ 53.25	\$ 54.47	\$ 55.72
Business Consultant 4	\$ 251.42	\$ 257.20	\$ 263.12	\$ 269.17	\$ 275.36
Business Consultant 3	\$ 219.83	\$ 224.89	\$ 230.06	\$ 235.35	\$ 240.76
Business Consultant 2	\$ 188.24	\$ 192.57	\$ 197.00	\$ 201.53	\$ 206.16
Business Consultant 1	\$ 156.65	\$ 160.25	\$ 163.94	\$ 167.71	\$ 171.57

## **How to Contract With DAI**

PSS is a competitively awarded schedule contract with fixed labor rates and is available to all federal agencies and their approved contractors. These fixed hourly rates have already been determined “fair and reasonable” by the Government. Task Orders referencing the GSA schedule number may flow directly from the agency to DAI. There is no middle man, no need to advertise and no requirement to work with anyone outside your agency. Each agency has contract procedures to follow when using this streamlined and simplified procurement process. Refer to FAR 8.4 for complete details.

### **The General Steps Are As Follows:**

1. DAI may meet with the customer to determine if support requirement exist.
2. The customer develops the project requirements (Statement of Work), deliverables, and other requirements.
3. DAI may provide the customer with it suggested labor mix for the project and the prospective prices (Rough Order of Magnitude).
4. The customer submits the project requirements and funding documents to its internal Contracts Office.
5. The customer’s Contracts Office develops and issues an RFP/RFQ to prospective offer(s).
6. DAI develops its proposal/quote.
7. The Contracting Officer evaluates offer(s) and makes award.
8. The Contracting Officer issues an order.
9. DAI begins work.

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