

Financial and Business Solutions (FABS)

General Services Administration Federal Supply Service

Authorized Federal Supply Schedule Price List

Contract No.: GS-23F-0251K

Modification 3

SAIC
Price List



General Services Administration

Federal Supply Service
Authorized Federal Supply Schedule Price List

Financial and Business Solutions (FABS)

Contract No.: GS-23F-0251K
Federal Supply Group: 520

May 16, 2000–May 15, 2015
May 16, 2015–May 15, 2020 (Option Period 3)

Science Applications International Corporation
Government Contracts Service Center
8301 Greensboro Drive
McLean, VA 22102
<http://www.fabs.saic.com/>
703.676.0818 (Program)
703.676.8603 (Contracts)
703.676.5106 (Fax)

Business Size: Large

Authorized Federal Supply Schedule Price List

On-line access to contract ordering information, terms and conditions, up-to-date pricing, and the option to create an electronic delivery order are available through GSA Advantage!, a menu-driven database system. The Internet address for GSA Advantage! is <https://www.gsaadvantage.gov>.

CUSTOMER

Information



1a. Awarded Special Item Numbers (SINs):

SIN	Description	Page
520-11	Accounting Services	4
520-13	Complementary Financial Management Services	4
520-15	Outsourcing Recurring Commercial Activities For Financial Management Services	4

1b. Price list and rates: See page 6

1c. Labor category descriptions and qualifications: See page 7

2. Maximum Order: There is no maximum task order size for the contract. A maximum threshold value of \$1 million for each task order was established for the contract. When task orders exceed this value, agencies need to consider additional contractors and seek additional discounts. See Orders Exceeding the Maximum Order Threshold on page 12.

3. Minimum Order: \$300

4. Geographic Coverage (delivery area): Worldwide

5. Points of Production (city, county, and state or foreign country): N/A

6. Discount from List Prices or Statement of Net Price: List rates shown. Discounts per individual order may be negotiated.

7. Quantity Discounts: None

8. Prompt Payment Terms: Net 30

9a. Notification that Government Purchase Cards are Accepted at or Below the Micropurchase Threshold: Accepted

9b. Notification that Government Purchase Cards are Accepted or Not Accepted Above the Micropurchase Threshold: Accepted

10. Foreign Items (list items for country of origin): None

11a. Time of Delivery: Time of delivery is specified in negotiated delivery or task orders

11b. Expedited Delivery: Items available for expedited delivery are noted in this price list

11c. Overnight and 2nd Day Delivery: Overnight and two day delivery are not available

11d. Urgent Requirements: Urgent requirements are specified in negotiated delivery or task orders

12. F.O.B. Point(s): Destination/Domestic

13a. Ordering Address(es): Same as contractor

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

14. Payment Addresses: SAIC encourages all customers to remit funds electronically. Please direct electronic remittances to SAIC in U.S. dollars to the following address:

Science Applications International Corporation
Citibank, N.A.
New York, N.Y.
Account No. 30547584
ABA No. 021000089
SWIFT: CITIUS33


Please note that "New York, NY" must be included after the bank name if the electronic funds transfer instructions are presented in abbreviated form. Domestic electronic remittances in U.S. dollars use the same remittance instructions as above, but without the SWIFT bank address line.

Remittances by Check:

SAIC maintains a lockbox system for collecting all receipts from any customer made to the company by check. Please direct customer remittances by check to the following address:

Science Applications International Corporation
P.O. Box 223058
Pittsburgh, PA 15251-2058

Reference information for all payments, by either electronic funds transfer or checks, must indicate the name of the customer making the payment, the contract number, and the invoice number. The following additional information, if available, should also be included to assist in the proper payment application: delivery order number, project number, and SAIC customer service representative.

- 
15. **Warranty Provisions:** Standard Commercial Warranty
 16. **Export packing charges:** N/A
 17. **Terms and conditions of government purchase card acceptance (any other thresholds above the micropurchase level):** None
 18. **Terms and conditions of rental, maintenance, and repair:** N/A
 19. **Terms and conditions of installation:** N/A
 - 20a. **Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices:** N/A
 - 20b. **Terms and conditions for any other services:** N/A
 21. **List of service and distribution points:** N/A
 22. **List of participating dealers:** N/A
 23. **Preventive maintenance:** N/A
 - 24a. **Special attributes such as environmental attributes (e.g., recycle content, energy efficiency, and/or reduced pollutants):** N/A
 - 24b. **Section 508 compliance information is available at:** www.saic.com/section508
 25. **Data Universal Number System (DUNS) No.:** 937637445
 26. **Notification regarding registration in Central Contractor Registration (CCR) database:** SAIC is registered in the CCR database



2	Contract Overview
3	How to Use This Schedule
4	Scope of Work
6	Price List
7	Minimum Labor Qualifications
12	Contract Clauses
12	Orders Exceeding the Maximum Order Threshold
12	Blanket Purchase Agreements
12	Subcontracting to Small Business
13	GSA FABS Points of Contact
13	SAIC Overview

Table of Contents

CONTRACT

Overview

Under the GSA federal supply schedule contract for Financial and Business Solutions (FABS), Contract No. GS-23F-0251K, SAIC's full spectrum of financial and accounting management expertise is available to all federal government and other authorized agencies using a streamlined ordering process. SAIC was originally awarded the FABS contract on May 16, 2000. Based on SAIC's superior performance, GSA has exercised the option to extend the ordering period through May 15, 2015. The FABS contract is an indefinite delivery indefinite quantity multiple award schedule contract that provides for task orders to be placed as firm fixed-price or time and material tasks using the labor categories and ceiling rates defined in the contract. Order type is at the discretion of the ordering agency. There is no dollar-value ceiling for this contract. To learn more about SAIC's FABS contract, please visit our Web site at www.fabs.saic.com.

Under the federal supply schedule program, GSA enters into contracts with commercial firms to provide supplies and services at stated prices for given periods of time. Commercial firms place their orders directly with the schedule contractor, and deliveries are made directly to the customer. The federal supply schedule program mirrors commercial buying practices more than any other procurement process in the federal government today. It provides customers with literally millions of state-of-the-art, high-quality commercial products and services at volume discount pricing on a direct delivery basis. The federal supply schedule program also offers the benefits of shorter lead times, lower administrative costs, and reduced inventories.

Multiple award schedule contracts are awarded to contractors supplying comparable commercial supplies and services at government-negotiated, preapproved prices. They provide federal agencies with the variety and the flexibility necessary to select the best-valued professional services to meet their requirements. Consistent with the Competition in Contracting Act, multiple award schedule contracts are competitive in that participation in the program is open to all responsible sources, and orders placed following the procedures in Federal Acquisition Regulation 8.4 result in the lowest overall cost alternative. Therefore, when placing orders under federal supply schedules, ordering offices need not: 1) seek further competition, 2) synopsise the requirement, 3) make a separate determination of fair and reasonable pricing, or 4) consider small business programs. GSA already has determined the prices of items under schedule contracts to be fair and reasonable.

Advantages of Using the GSA FABS Schedule Contract Include:

- Five-year contract-ordering period with three five-year options. Current ordering period is through May 15, 2015
- Indefinite delivery indefinite quantity contract with no ceiling and no maximum order limitations
- Available to all federal agencies and authorized organizations
- No synopsis (FedBizOpps posting) is required — all competitive requirements have been met
- Direct customer and contractor relationship — no transfer of funds to GSA required
- Reduced lead times — procurement costs savings
- Labor categories and rates for fixed price and time and materials task orders
- Provides for teaming and subcontracts
- BPAs may be established

HOW TO USE This Schedule

In accordance with the Federal Acquisition Streamlining Act of 1994 and the Federal Acquisition Reform Act of 1996, GSA's streamlined ordering procedures have reduced the government procurement process to a few simple steps. Although the federal supply schedule program already has determined these rates to be fair and reasonable, ordering offices must determine that the total price is reasonable for the specific tasks required by the agency. Based on quotes requested from three contractors that appear to offer the best value (considering scope of services offered, hourly rates, contractor's locations and other factors, as appropriate), the ordering agency selects the one that best meets its needs.

This contract is available to all federal agencies as a source of logistics services for domestic and overseas use. Executive agencies, other federal agencies, mixed-ownership government corporations, and the District of Columbia; government contractors authorized in writing by a federal agency pursuant to 48 CFR 51.1; and other activities and organizations authorized by statute or regulation to use GSA as a source of supply may use this contract. Additionally, contractors are encouraged to accept orders received from activities within the executive branch of the federal government. GSA Order ADM 4800.2F provides a complete list of authorized schedule users.

Total price for services are established at the time the task order is placed and are based on the rates offered in the SAIC FABS Price List catalog. The resultant task order details the estimated number of hours, the labor categories to be provided, and any related items. If the ordering agency's contracting officer chooses to purchase services on a labor-hour-time-and-material basis, the resultant task order will specify the not-to-exceed price, the labor categories proposed (with the hourly rates for each), and any applicable travel and other direct costs.

Federal Acquisition Regulation 8.4 provides procedures for the acquisition of services using GSA schedule contracts. To summarize the process for ordering logistics services, the government agency:

1. Prepares a request for quotation that includes:
 - A performance-based statement of work that outlines the work to be performed
 - Type of task order — time and material or firm fixed price
 - Basis to be used for contractor selection (best value, etc.)
2. Transmits the request for quotations to contractors:
 - Selects at least three (more if task order value is more than \$1 million) qualified contractors on the schedule. Note: Department of Defense agencies need to refer to DFAR 208.4 when ordering services over \$100,000 using GSA schedule contracts.
 - Sends requests for quotations to selected contractors. GSA's e-buy provides ordering agencies a streamlined, Web-based system for ordering services using the GSA schedules.
3. Evaluates quotes and selects the contractor to receive the order:
 - Evaluates responses based on the factors identified in the requests for quotations
 - Places the order directly with the schedule contractor that represents the best value and results in the lowest overall cost alternative, considering price, special qualifications, administrative costs, etc.

The requesting government agency's contracting office directly issues the task order to the selected contractor without GSA involvement in the procurement process. All task order reporting requirements and remission of fees to GSA are the responsibility of the contractor.



Scope of Work

Under the FABS Schedule and in accordance with Special Item Numbers 520-11, 520-13, and 520-15, SAIC provides federal agencies with a wide variety of financial business solutions that include but are not limited to the following:

520-11 Accounting Services include, but are not limited to: transaction analysis and processing; data analysis and summarization; technical assistance in devising new or revised accounting policies and procedures; accounting transactions classification; special studies to improve accounting operations; accounting issues resolution; audit findings implementation; recovery reviews; accounting internal controls assessment or enhancement; and operating efficiency and effectiveness improvement.

- Analyze, process and summarize transactions
- Assist in devising new or revised accounting policies and procedures
- Classify accounting transactions
- Perform special studies to improve accounting operations
- Resolve accounting issues
- Resolve and/or implement audit findings
- Assess or enhance accounting internal controls
- Improve operating efficiency and effectiveness

520-13 Complementary Financial Management Services can assess and improve financial management systems, financial reporting and analysis, strategic financial planning and financial policy formulation and development. The contractors are also able to devise and implement performance measures, conduct special cost studies, conduct A-127 system compliance reviews, perform actuarial services, perform economic and regulatory analysis, assist with financial quality assurance efforts, perform benchmarking and much more.

- Assess and improve financial management systems
- Financial reporting and analysis
- Strategic Financial Planning
- Financial policy formulation and development
- Devise and implement performance measures
- Conduct special cost studies
- Perform actuarial services
- Perform economic and regulatory analysis
- Assist with financial quality assurance efforts
- Perform benchmarking

520-15 Outsourcing for Recurring Commercial Activities for Financial Management Services may include, but are not limited to: billing services, payroll processing, application processing, claims processing, grant application management, loans application management, inventory management and other financial management activities of an agency identified as recurring commercial activities. Still, other industry experts under the FABS Schedule provide access to accurate and timely financial and business information to assist the government in making responsible and sound business decisions. The contractors will collect, organize and store the information and then provide the data to you in a customized format. The different reports listed below help you conduct background checks for hiring purposes, process business and consumer loan applications, obtain past performance history and assess the financial stability of potential contractors.

- Billing
- Payroll Processing
- Application Processing
- Claim Processing
- Grant Application Management
- Loan Application Management
- Inventory Management
- Other Financial Management Activities



Related Areas of Expertise Offered by SAIC to Support our Customers through the GSA FABS Contracts are:

A-76 Study Support	Account Managing
Accounting and Finance Services	Accounting Systems
Acquisition Management	Activity Based Costing, Management, Budgeting, and Planning
Analysis of Alternatives	Asset Management and Database Design
Balanced Scorecards	Benchmarking
Budgeting and Reporting	Business Case Development
Business Support Systems	Clinger-Cohen Act, Government Performance Results Act (GPRA), and Government Paperwork Elimination Act (GPEA) Compliancy Audits and Reviews
Contract Management	Cost Benefit Analyses (CBA)
Cost Estimating	Customer Financing Systems
Customer Relationship Management	Data Mining and Warehousing
Distributed Enterprise Management	Document and Records Management
DoD Budget Process (PPBS)	Earned Value Management
Economic Analysis	Enterprise Architecture Design and implementation
Enterprise Management Assessments	Financial Accounting
Financial Management Services	Financial Management System Application Development
Financial Management Training, Course Design, Curriculum Development, ISD, CBT, Instructional Development, Course Maintenance, Distance Learning, Training, Professional Development and Course Delivery to Support Financial Management Operations	Financial Reporting and Analysis
Full Lifecycle Support for Financial and Budget Systems	Full Suite of ERP Services in PeopleSoft HRMS, Financial, Supply Chain, Manufacturing, and Enterprise Planning Applications, Software Selection, Planning, Implementation, Performance Analysis and Outsourcing
Global Leasing and Finance of Equipment	Integration/Engineering
Investment Strategy Development	Issue Management
Knowledge Management	Life Cycle Management and Documentation
Logistics and Financial Systems Development	Long-range Financial Planning and Requirements Analysis
Management Information Systems	Operations and Programming for Financial Systems
Outsourcing	Performance Management and Metrics Development
Process Improvement and Reengineering Services	Program Management Services
Quantitative Analyses and Assessments	Risk Analysis and Management
Security Management	Special Programs
Special Study Support	Strategic Planning
Supply Chain Management Services	Total Cost of Ownership
Web-Based Management Applications	Work Measurement

PRICE LIST



If the agency contracting officer purchases from the Special Item Numbers (SINs) on a firm fixed-price task or delivery order basis, total price will be established at the time of the order and will be based on the prices offered.

If the agency contracting officer chooses to purchase from the SINs on a labor hour basis, the task or delivery order will specify a not to exceed price for the labor category(ies) proposed (with the hourly rates for each), including other direct costs.

SAIC Site Hourly Rates – USD						
Labor Category	Option Period 1 CONUS	Option Period 2 – CONUS				
	May 16, 2009 – May 15, 2010	May 16, 2010 – May 15, 2011	May 16, 2011 – May 15, 2012	May 16, 2012 – May 15, 2013	May 16, 2013 – May 15, 2014	May 16, 2014 – May 15, 2015
Contract Manager	\$171.43	\$174.00	\$176.61	\$179.26	\$181.95	\$184.68
Task Manager	\$141.54	\$143.66	\$145.81	\$148.00	\$150.22	\$152.47
Senior Financial Analyst	\$108.34	\$109.97	\$111.62	\$113.29	\$114.99	\$116.71
Senior Systems Analyst	\$111.97	\$113.65	\$115.35	\$117.08	\$118.84	\$120.62
Senior Program Analyst	\$105.95	\$107.54	\$109.15	\$110.79	\$112.45	\$114.14
Senior BPR/ABC/ABM* Analyst	\$230.17	\$233.62	\$227.12	\$240.68	\$244.29	\$247.95
BPR/ABC/ABM Analyst	\$96.57	\$98.02	\$99.49	\$100.98	\$102.49	\$104.03
Financial Analyst	\$90.90	\$92.26	\$93.64	\$95.04	\$96.47	\$97.92
Systems Analyst	\$91.62	\$92.99	\$94.38	\$95.80	\$97.24	\$98.70
Program Analyst	\$80.99	\$82.20	\$83.43	\$84.68	\$85.95	\$87.24
Junior Analyst	\$54.12	\$54.93	\$55.75	\$56.59	\$57.44	\$58.30
Administrative and Program Control Support	\$44.97	\$45.64	\$46.32	\$47.301	\$47.72	\$48.44

* *Business Process Reengineering/Activity Based Costing/Activity Based Management*

Differentials/Allowances

The rates included herein do not include Danger Pay or Hardship/Hazardous Duty Pay, War Hazards Compensation Act (WHCA) benefits, nor do they include Site Differentials, Cost of Living Allowance, Housing Allowance, or Relocation Costs. These costs shall be negotiated separately on a case-by-case basis with the ordering agencies.

MINIMUM LABOR Qualifications

CONTRACT MANAGER

Principal Duties and Responsibilities

1. Responsible for the effective management of funds and personnel, and is accountable for the quality and timely delivery of all contractual items.
2. Operates within client guidance, contractual limitations, and company business and policy directives. Serves as focal point of contact with client regarding program activities.
3. Ensures that all required resources including manpower, production standards, computer time, and facilities are available for program implementation.
4. Manages program consisting of multiple projects including project identification, design, development and delivery.
5. Maintains the development and execution of business opportunities based on broad, general guidance. Responsible for marketing new technology and follow-on business acquisitions.
6. Confers with project manager to provide technical advice and to assist with problem resolution.
7. May perform other duties as assigned.

GENERAL SUMMARY

Directs the performance of a variety of related projects that may be organized by technology, program or client. Oversees the technology development and/or application, marketing, and resource allocation within program client base.

Job Specifications

Bachelor's degree or equivalent and 12 years of general experience.*

TASK MANAGER

Principal Duties and Responsibilities

Coordinates the resolution of problems. Ensures proper relationships are established between customers, teaming partners, and vendors to facilitate the delivery of services. Provides users with computer output. Supervises staff operations.

GENERAL SUMMARY

Manages task or project operations. Ensures that schedules are met. Ensures that system resources are used effectively.

Job Specifications

Bachelor's degree or equivalent and 10 years of general experience.*

SENIOR FINANCIAL ANALYST

Principal Duties and Responsibilities

Performs complex evaluations of existing procedures, processes, techniques, models, and/or systems related to management problems or contractual issues that would require a report and recommend solutions. Principal duties may include, but are not limited to, work breakdown structures, prepare charts, tables, graphs, and diagrams to assist in analyzing problems. Provides daily supervision and direction to administrative staff.

GENERAL SUMMARY

Includes all labor efforts identified as business and finance in nature, including but not limited to project control, finance and accounting, project planning and scheduling, cost estimating

Job Specifications

Bachelor's or equivalent and 10 years of general experience.*



MINIMUM LABOR Qualifications



SENIOR SYSTEMS ANALYST

Principal Duties and Responsibilities

1. Plans and performs project/task related research, development, and other assignments in conformance with task performance specifications and requirements.
2. Supervises team of analysts through project completion.
3. Responsible for major projects of higher complexity and importance than those normally assigned to lower-level analysts.
4. Coordinates the activities of analysts and junior analysts assigned to specific projects.
5. May perform other duties as assigned.

GENERAL SUMMARY

Performs a variety of projects or tasks, either independently or under supervision, which are broad in nature and are concerned with the planning, analysis and implementation, including personnel, hardware, software and support facilities and/or equipment. Supervises team of analysts through project completion.

Job Specifications

Bachelor's degree or equivalent and 10 years of general experience.*

Sr. BPR/ABC/ABM ANALYST

Principal Duties and Responsibilities

1. May be responsible for the effective management of funds and personnel, and is accountable for the quality and timely delivery of all contractual items or perform senior technical advisory services to a project team.
2. Operates within client guidance, contractual limitations, and Company business and policy directives.
3. Ensures that all program technical approaches are compliant with company and customer requirements.
4. Manages program consisting of multiple projects including project identification, design, development and delivery.
5. Maintains the development and execution of business opportunities based on broad, general guidance. Responsible for marketing new technology and follow-on business acquisitions.
6. Confers with project manager to provide technical advice and to assist with problem resolution.
7. May perform other duties as assigned.

GENERAL SUMMARY

Directs the performance of a variety of BPR/ABC or process improvement related projects that may be organized by technology, program or client. Oversees or reviews project approach, products, plan, the technology development and/or application, marketing, and resource allocation within program client base. Provides senior technical advisory capabilities to a related project team.

JOB SPECIFICATIONS

Master's degree or equivalent and 10 years of general experience.*

MINIMUM LABOR Qualifications



BPR/ABC/ABM ANALYST

Principal Duties and Responsibilities

Performs complex evaluations of existing procedures, processes, techniques, models, and/or systems related to management problems or contractual issues that would require a report and recommend solutions. Principal duties may include, but are not limited to, work breakdown structures, and preparation of charts, tables, graphs, and diagrams to assist in analyzing problems. Provides daily supervision and direction to administrative staff.

Job Specifications

Bachelor's and five years of general experience.*

GENERAL SUMMARY

Includes all labor efforts identified as BPR/ABC/ABM related in nature, including but not limited to process improvement, program planning, cost estimating, schedule analysis, decision management analysis, business case development, performance management, program and management reporting.

SENIOR PROGRAM ANALYST

Principal Duties and Responsibilities

Supervise and/or performs complex evaluations of existing program options, acquisition strategies, management procedures, processes, techniques, models, and/or systems related to program issues that would require a report and recommend solutions. Principal duties may include, but are not limited to, work breakdown structures, prepare charts, tables, graphs, and diagrams to assist in analyzing problems. Provides daily supervision and direction to analysts, Jr. analysts and administrative staff.

Job Specifications

Bachelor's or equivalent and 10 years of general experience.*

GENERAL SUMMARY

Includes all labor efforts identified as programmatic and analytical in nature, including but not limited to program analysis and documentation, project control, finance and accounting, project planning and scheduling, risk analysis, technology planning, process improvement, workload analysis, or cost estimating.

FINANCIAL ANALYST

Principal Duties and Responsibilities

Performs complex evaluations of existing procedures, processes, techniques, models, and/or systems related to management problems or contractual issues that would require a report and recommend solutions. Principal duties may include, but are not limited to, work breakdown structures, and preparation of charts, tables, graphs, and diagrams to assist in analyzing problems. Provides daily supervision and direction to administrative staff.

Job Specifications

High school diploma and five years of general experience.

GENERAL SUMMARY

Includes all labor efforts identified as business and finance in nature, including but not limited to project control, finance and accounting, project planning and scheduling, cost estimating

MINIMUM LABOR Qualifications

SYSTEMS ANALYST

Principal Duties and Responsibilities

1. Performs project/task related research, development, and other assignments in conformance with task performance specifications and requirements.
2. Responsible for major projects of higher complexity and importance than those normally assigned to lower-level analysts.
3. Coordinates the activities of junior analysts assigned to specific projects.
4. May perform other duties as assigned.

Job Specifications

Bachelor's degree or equivalent and five years of general experience.*

GENERAL SUMMARY

Under supervision performs a variety of projects or tasks that are broad in nature and are concerned with the analysis and implementation. Performs with some latitude for unreviewed actions and decisions.

PROGRAM ANALYST

Principal Duties and Responsibilities

Performs complex evaluations of existing program options, acquisition strategies, management procedures, processes, techniques, models, and/or systems related to program issues that would require a report and recommend solutions. Principal duties may include, but are not limited to, work breakdown structures, prepare charts, tables, graphs, and diagrams to assist in analyzing problems.

Job Specifications

High school diploma and five years of general experience.

GENERAL SUMMARY

Under supervision, performs all labor efforts identified as programmatic and analytical in nature, including but not limited to program analysis and documentation, project control, finance and accounting, project planning and scheduling, risk analysis, technology planning, process improvement, workload analysis, or cost estimating.

JR. ANALYST

Principal Duties and Responsibilities

1. Performs planning, performance management, capacity planning, testing and validation, benchmarking, directed analytical tasking, data collection, database development.
2. Related analysis, development and staffing of project or task documents.
3. Supports project analysts as required.
4. May perform other duties as assigned.

Job Specifications

Bachelor's Degree or equivalent and two years of general experience.*

GENERAL SUMMARY

Under supervision, assists in defining and executing activities within a project. These activities may consist of planning, performance management, capacity planning, testing and validation, benchmarking, engineering, and development and staffing of a management plan.

ADMINISTRATIVE/PROGRAM CONTROL SUPPORT

GENERAL SUMMARY

Provides administrative-type support to technical and management-level personnel. This includes, but is not limited to, documentation planning and support, project administration, general office support, executive secretarial support, human resource planning, event planning and administration, office relocation planning, mail services, records, data input, and so forth.

Principal Duties and Responsibilities

1. Specializes in coordinating and planning office administration and support.
2. Understands and provides documentation planning and support, project administration, general office support, executive secretarial support, human resource planning, event planning and administration, office relocation planning, and so forth, required in changing office environments.
3. May perform other duties as assigned.

Job Specifications

Bachelor's Degree or equivalent and one year of general experience.*

* *Six years of general experience is considered equivalent to a bachelor's degree. Four years of general experience plus a bachelor's degree is equivalent to a master's degree.*



Contract Clauses

GSA MAS contracts are awarded in accordance with the provisions of FAR Part 12 – Acquisition of Commercial Items. To the maximum extent practicable, GSA MAS contracts include only those clauses either required to implement provisions of law or executive orders applicable to the acquisition of commercial items or determined to be consistent with customary commercial practice. Ordering agencies may incorporate provisions in their task orders that are essential to their specific requirements (security, hazardous material handling, key personnel, etc.) provided they do not conflict with the terms and conditions of the contract. These provisions, when required, must be included in the individual task order and any costs necessary to comply with the provision(s) will be included in the task order proposal price estimate, unless otherwise prohibited by law. For a list of clauses and terms and conditions included in the FABS contract, contact the SAIC FABS points of contact listed on the following page.

Orders Exceeding the Maximum Order Threshold

All GSA multiple award schedule contracts contain a price point called a maximum order threshold. This threshold is not a ceiling on an order size; rather, it is the point at which the ordering agency needs to consider additional contractors (more than three) and seek discounts from the listed catalog rates. When placing an order that exceeds the maximum order threshold, ordering offices shall follow the standard ordering procedures, and the following additional procedures: 1) Consider additional schedule contractors (more than three) 2) Seek price reductions from the schedule contractor(s) offering the best value (considering price and other factors) 3) Selected contractor(s) may choose to offer a lower price for the requirement (the price reduction clause is not applicable to orders placed over the maximum order threshold) 4) After price reductions have been sought, place the order with the schedule contractor that provides the best value and results in the lowest overall cost alternative. If further price reductions are not offered, an order may still be placed, if the ordering office determines that it is appropriate.

Blanket Purchase Agreements

Ordering activities may establish BPAs under any GSA Schedule contract. A GSA Schedule BPA simplifies the filling of recurring needs for supplies or services, while leveraging a customer's buying power by taking advantage of quantity discounts, saving administrative time, and reducing paperwork.

BPAs are established in accordance with the procedures in FAR Part 8.405-3. An ordering activity may request a price reduction based on the total estimated volume of the BPA, regardless of the size of individual orders. BPAs may be established with one or more schedule contractors at the discretion of the ordering activity. When establishing multiple BPAs, the ordering activity must specify the procedures for placing orders under the BPAs.

A GSA Schedule BPA should not exceed five years in length, but may do so to meet program requirements. A BPA may extend beyond the current term of its GSA Schedule contract, so long as there are option periods in the GSA Schedule contract that, if exercised, will cover the BPA's period of performance.

Subcontracting to Small Business

Recognizing both the social and economic benefits, SAIC is committed to the maximum practicable utilization of small business (SB), small disadvantaged business (SDB) woman-owned business (WO), veteran-owned business (VO), service-disabled-veteran-owned business (SDVOB), small businesses located in historically underutilized business zones (HUBZone) as well as historically black colleges and universities and minority institutions (HBCUs/MIs).

Company Overview

SAIC is a FORTUNE 500® scientific, engineering, and technology applications company that uses its deep domain knowledge to solve problems of vital importance to the nation and the world, in national security, energy and the environment, critical infrastructure, and health. The company's approximately 45,000 employees serve customers in the U.S. Department of Defense, the intelligence community, the U.S. Department of Homeland Security, other U.S. Government civil agencies and selected commercial markets. Headquartered in McLean, Va., SAIC had annual revenues of \$10.8 billion for its fiscal year ended January 31, 2010. For more information, visit www.saic.com. SAIC: From Science to Solutions®

GSA FABS Points of Contact

Program Manager

Vince Errigo

703.676.0818

errigov@saic.com

Contracts Manager

Gail Dansky

703.676.8603

danskyg@saic.com

Business Manager

Jeff Carter

703.676.0814

carterjef@saic.com

62-Weiss
High Low 5000

85 1/4 53 1/2
51 44 1/2
85 1/8 51 1/2

14

3/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

14

3/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

14

3/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

14

3/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

14

3/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

14

3/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

14

3/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

14

3/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

14

3/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

14

3/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

14

3/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

14

3/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

14

3/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

14

3/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

14

3/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

14

3/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8

1/8



Science Applications International Corporation

8301 Greensboro Drive
McLean, VA 22102

703.676.0818 (Program Management Office)

703.676.8603 (Contracts)

703.676.5106 (Fax)

<http://www.saic.com>

FABS Web Site

<http://www.saic.com/contractcenter/fabs>