



## CONTRACT INFORMATION

Contract Number: GS-35F-0058J  
Ordering Period: 11/3/1998-11/2/2013

**GSA** Contract Holder

# GSA Contract

## GSA Information Technology Professional Services Federal Supply Schedule, Special Item Number 132-51 and -52

### CONTACT INFORMATION

Principal Contracts Administrator  
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Under the U.S. General Services Administration (GSA) Schedules Program (also referred to as Multiple Award Schedules and Federal Supply Schedules), GSA establishes long-term government-wide contracts with commercial firms to provide access to over 10 million commercial supplies and services that can be ordered directly from GSA Schedule contractors or through the *GSA Advantage!*® online shopping and ordering system. HGL now offers Information Technology Professional Services on a GSA Multiple Award Schedule, Contract No. GS-35F-0058J.

### FREQUENTLY ASKED QUESTIONS

What do I include in my statement of work?

- A description of the work required
- A schedule for delivery of the work
- A location for delivery and inspection of the work

Who can order from the HGL GSA Schedule?

- All military and civilian federal agencies
- All executive, legislative, and judicial branches
- State Governments
- Government contractors authorized in writing by a federal agency pursuant of 48 Code of Federal Regulations (CFR) 51.1
- Mixed-ownership government corporations as defined by the Government Corporation Contract Act
- The Government of the District of Columbia
- Other activities and organizations authorized by statute or regulations to use GSA as a source of supply

### HOW TO ACCESS HYDROGEOLOGIC, INC.

Six quick steps to quality and value:

- Step 1.** Establish your short- and long-term requirements.
- Step 2.** Discuss the requirements with your HGL representative.
- Step 3.** Prepare a statement of work (scope, schedule, and deliverables).
- Step 4.** Obtain your contracting office's work approval and set up the funding mechanism.
- Step 5.** Have your contracting office submit a Request for Quotation to HGL and two additional GSA contractors. Other contractors may be found on the GSA eLibrary website (<http://www.gsaelibrary.gsa.gov/ElibMain/home.do>).
- Step 6.** Have your contracting office send the agreed upon statement of work directly to HGL, using your agency's approved GSA purchase order form.



**CONTRACT/CUSTOMER INFORMATION**

- Business Size: Small Disadvantaged Business
- DUNS Number: 193942604
- CAGE Code: OUFZ2
- Contractor's Taxpayer Identification Number (TIN): 54-1404852
- Maximum Award: \$500,000
- Minimum Award: \$100
- Geographic Coverage: The 48 contiguous states, District of Columbia, Alaska, Hawaii, Puerto Rico, and any APO country
- Points of Production: Reston, VA
- Discount: Prices shown herein are net prices
- Quantity or Volume Discounts: N/A
- Prompt Payment Terms: Net—30 days from receipt of invoice or date of acceptance, whichever is later
- Government credit card is accepted for orders
- Foreign Items Warranty Provisions/Export Packing Charges: N/A
- Time of Delivery: TBD upon order
- Expedited Delivery: TBD upon order
- Ordering Address: (see Contact Information)
- Contractor is registered in Central Contractor Registration (CCR) database

More information on GSA Schedules and ordering can be found at - <http://www.gsa.gov/portal/content/197989>

**ADVANTAGES**

- Fast** - GSA Services can be acquired in under 30 days
- Unlimited Order Size** - There are minimal order restrictions
- Best Price** - Prices reflect best competitive rates among federal clients
- Low Pass Thru Costs** - Published rates include a .75% GSA Fee
- Direct Working Relationship with Vendor** - Work directly with HGL

**CONTRACT NO. GS-35F-0058J**

PRICE LIST FOR INFORMATION TECHNOLOGY PROFESSIONAL SERVICES

Labor Category	Hourly Rate Off-Site
<b>Program Manager</b>	<b>\$131.77</b>
<b>Minimum Experience</b> - Eight (8) years' experience in performing a wide variety of projects. Able to obtain necessary project resources both internal and external to the organization. Determines project schedules and monitors work performance for compliance to schedules, quality, and other contract terms and conditions.	
<b>Functional Responsibility</b> - Provides management oversight and senior technical expertise.	
<b>Possible Job Titles</b> - Deputy Program Manager, Project Manager, Senior Analyst, Senior Systems Analyst, Principal Engineer	
<b>Minimum Education</b> - Advanced degree or a Bachelor's degree and at least four (4) additional years of experience.	
<b>Task Manager</b>	<b>\$97.15</b>
<b>Minimum Experience</b> - Five (5) years' experience in the analysis of business systems, procedures, and processes. Experienced in large systems providing enterprise wide service. Ability to assess requirements and design sophisticated technical applications/solutions. Well-developed diagnostic skills for analyzing problems and developing effective corrective actions.	
<b>Functional Responsibility</b> - Responsible for applying advanced technical skills to the analysis of business processes and problems.	
<b>Possible Job Titles</b> - Project Manager, Programmer, Technical Writer, Resource Planner, Analyst, Consultant, Senior LAN Administrator	
<b>Minimum Education</b> - Advanced degree or a Bachelor's degree and at least four (4) additional years of experience.	
<b>Computer Programmer/Engineer</b>	<b>\$75.68</b>
<b>Minimum Experience</b> - Two (2) years' work experience in developing systems. Ability to define requirements, conceptualize system design and evaluate alternatives, and present recommendations. Assist in developing system documents related to requirements and design.	
<b>Functional Responsibility</b> - Define, design, and specify processes and procedures supporting information systems.	
<b>Possible Job Titles</b> - Junior Consultant, Programmer, Training Specialist, Database Administrator, Project Coordinator, LAN Administrator	
<b>Minimum Education</b> - Bachelor's degree in Computer Science or related subject or four (4) years' experience in a relevant area.	
<b>Engineer/Analyst</b>	<b>\$62.63</b>
<b>Minimum Experience</b> - Zero to three (3) years of analytical experience in a business or technical environment. Ability to apply analytical and evaluative techniques to processes and problems.	
<b>Functional Responsibility</b> - Conduct analysis of process/problem, report findings, and present recommendations.	
<b>Possible Job Titles</b> - Technician, Database Administrator, LAN Administrator, Programmer, Training Specialist, Technical Writer	
<b>Minimum Education</b> - Bachelor's degree or four (4) years' experience in a relevant area.	