

**General Services Administration
Federal Supply Service**

**Authorized Federal Supply Schedule Price List
For
MISSION ORIENTED BUSINESS INTEGRATED SERVICES
(MOBIS)**



FSC GROUP 874, Class: R499

Contract Number: GS-10F-0325S

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

Period of Performance: 06/30/2006 – 06/29/2011

Pricelist is current through Modification PS-0007, dated 01/25/10



6220 Culebra Road
San Antonio, Texas 78238

Contracts Phone: 210-522-2231

Contracts Fax: 210-522-3559

Contracts Email: contract@swri.org

SwRI Website: www.swri.org

Business Size: Large

Products and Ordering Information in this Authorized Professional Engineering Schedule Price List is also available on the GSA Advantage!TM System. Agencies can browse GSA Advantage!TM by accessing GSA's Home Page via Internet at <http://www.gsa.gov>

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Customer Ordering Information

SPECIAL ITEM NUMBERS AWARDED ON THIS SCHEDULE

874-1 Consulting Services

CONTRACTOR'S ORDERING ADDRESS:

Southwest Research Institute
6220 Culebra Road
San Antonio, TX 78238-5166

CONTRACTORS REMITTANCE ADDRESS:

Southwest Research Institute
P.O. Box 841671
Dallas, TX 75284-1671

For SwRI MOBIS information concerning SwRI's technical capabilities, general inquiries, including instructions on how to use the schedule and submissions of statement of work, contact:

Steven Rodgers
Tel: (210) 522-3772
Fax: (210) 522-5499
steven.rodgers@swri.org

For SwRI contracting information or to send an order, contact:

Primary:
Alex Garza
Tel: (210) 522-2397
Fax: (210) 522-3559
alex.garza@swri.org

Alternate:
Jeffrey Gammell
Tel: (210) 522-2238
Fax: (210) 522-3559
jeffrey.gammell@swri.org

Terms and Conditions

- 1a. **Table of Awarded Special Item Number(s) with appropriate cross-reference to page numbers:**
874-1.
- 1b. **Identification of the lowest priced model number and lowest unit price for that model for each special item number awarded in the contract. This price is the Government price based on a unit of one, exclusive of any quantity/dollar volume, prompt payment, or any other concession affecting price. Those contracts that have unit prices based on the geographic location of the customer, should show the range of the lowest price, and cite the areas to which the prices apply.**

Not applicable for this item.

- 1c. **If the Contractor is proposing hourly rates a description of all corresponding commercial job titles, experience, functional responsibility and education for those types of employees or subcontractors who will perform services shall be provided. If hourly rates are not applicable, indicate “Not applicable” for this item.**

Reference Attachment 2 herein.

2. **Maximum Order:**
\$1,000,000.00; this maximum order threshold is the suggested dollar value at which agencies should seek additional discounts.
3. **Minimum Order:**
The minimum order designated for delivery orders/task orders awarded under this schedule contract is \$300.00.
4. **Geographic Coverage (delivery Area):**
Domestic and Overseas.
5. **Point(s) of Production (City, County and State or Foreign Country):**
United States of America.
6. **Discounts from List Price or Statement of Net Price:**
Government net prices (discount already deducted). See Attachment.
7. **Quantity Discounts:**
None offered.

8. **Prompt Payment Terms:**
Net 30 days.
- 9a. **Notification that Government purchase cards are accepted at or below the micro-purchase threshold:**
Yes.
- 9b. **Notification whether Government purchase cards are accepted or not accepted above the micro-purchase threshold:**
Government purchase cards will be accepted for payment up to the micro-purchase threshold. Government purchase cards are not accepted for payment above the micro-purchase threshold. In addition, bank account information for wire transfer payments will be shown on the invoice. Debit cards will not be accepted for making payments.
10. **Foreign Items:**
None.
- 11a. **Time of Delivery:**
Specified on the Task Order.
- 11b. **Expedited Delivery:**
Contact Contractor.
- 11c. **Overnight and 2-Day Delivery:**
Contact Contractor.
- 11d. **Urgent Requirements:**
Contact Contractor.
12. **F.O.B. Points:**
Destinations.
- 13a. **Ordering Address:**
Southwest Research Institute, 6220 Culebra Road, San Antonio, TX 78238-5166.
- 13b. **Ordering procedures:**
For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPA's), and a sample BPA can be found at the GSA/FSS Schedule homepage (fss.gsa.gov/schedules).
14. **Payment address:**
Southwest Research Institute, PO Box 841671, Dallas, Texas 75284-1671
15. **Warranty:**
Seller warrants that it will perform the services under this contract with the degree of high professional skill and sound practices and judgment which is normally exercised by

recognized professional firms with respect to services of a similar nature. Seller shall at its own expense re-perform the services to correct any deficiencies which result from Seller's failure to perform in accordance with the above standards brought to its attention in writing within one (1) year from date of its completion. EXCEPT FOR THE REPERFORMANCE OF THE SERVICES AS PROVIDED ABOVE, NO WARRANTIES OR GUARANTEES OF ANY NATURE (INCLUDING THE WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE) EXPRESS OR IMPLIED, IN FACT OR IN LAW, ARE GIVEN FOR THE SERVICES.

16. **Export Packing Charges, if applicable:**
Not Applicable.
17. **Terms and conditions of Government purchase card acceptance (any thresholds above the micro-purchase level):**
Contact Contractor.
18. **Terms and Conditions of Rental, Maintenance, and Repair (if applicable):**
Not Applicable.
19. **Terms and Conditions of Installation (if applicable):**
Not Applicable.
20. **Terms and Conditions of Repair Parts Indicating Date of Parts Price Lists and Any Discounts from List Prices (if applicable):**
Not Applicable.
- 20a. **Terms and Conditions for any Other Services (if applicable):**
Not Applicable.
21. **List of Service and Distribution Points (if applicable):**
Not Applicable.
22. **List of Participating Dealers (if applicable):**
Not Applicable.
23. **Preventive Maintenance (if applicable):**
Not Applicable.
- 24a. **Environmental Attributes, e.g., Recycled Content, Energy Efficiency, and/or Reduced Pollutants:**
Not Applicable.

- 24b. If applicable, indicate that Section 508 compliance information is available on Electronic and Information Technology (EIT) supplies and services and show where full details can be found (e.g contractor's website or other location.) The EIT standards can be found at: www.Section508.gov/.

Not applicable.

25. **Data Universal Number System (DUNS) Number:**
00-793-6842.

26. **Notification Regarding Registration in Central Contractor Registration (CCR) Database:**
SwRI is registered in the CCR database.

A Brief History of SwRI

Southwest Research Institute is the realization of a Texas wildcatter's dream. Thomas Baker Slick Jr., an oilman-rancher-philanthropist, founded SwRI in 1947. Slick's vision of an internationally known scientific research center in San Antonio, Texas, took root with his donation of a ranchland site west of the city – where Institute operations are still carried out. Slick challenged a group of pioneer scientists and engineers from around the nation to move to the new center to seek revolutionary advancements in many areas by developing and applying technology.

SwRI began operations in 1947 in the historic "Cable House" and other structures on the former Cable Ranch, west of San Antonio.

Harold Vagtborg, a highly regarded research administrator, accepted Slick's invitation to become president in 1948. Vagtborg helped lead efforts in automotive testing, environmental research, and radio direction finding, which have remained important areas of research. Gross revenues exceeded \$4.5 million in 1957. In 1959, Martin Goland assumed SwRI leadership as president, guiding the organization through many years of rapid growth. The Institute's research program expanded to include microencapsulation, space research, field services for the oil and gas industry, ocean engineering, nondestructive testing, emissions and materials research, and much more.

Goland, SwRI president for 37 years, died in 1997, having led one of the most prosperous periods in Institute history. At the time of this death, the Institute had reached gross revenues of \$270 million. President J. Dan Bates took office in November 1997. Bates leads more than 3,000 scientists, engineers, and support personnel in the conduct of almost 1,500 nationally and internationally sponsored projects each year.

The SwRI staff conducts fundamental and applied research in almost two million square feet of laboratories, workshops, and offices in San Antonio. SwRI specializes in the creation and transfer of technology in engineering and the physical sciences.

Facts about SwRI

SwRI is an independent, nonprofit, applied engineering and physical sciences research and development organization dedicated to technology development and transfer.

SwRI occupies 1,200 acres in San Antonio, Texas. Approximately 3,000 employees work in almost 2 million square feet of laboratories, office, and workshops. Program development offices are located in Houston, Detroit, and Washington, D.C. Research volume in 2005 reached \$435 million. Net income is applied to Institute-sponsored research, advanced scientific equipment, and new facilities.



An executive staff of a president, one executive vice president, and 11 divisional and administrative vice presidents, overseen by a board of directors and approximately 110 trustees operate SwRI.

SwRI conducts R&D projects for an even mix of private industries and government agencies. Industrial clients range from small manufacturers to blue chip corporations, in the U.S. and abroad.

SwRI initiates contracts with clients, based on initial consultations. A research proposal outlines the scope of work and establishes a cost estimate. Programs remain confidential, subject to client wishes.

The Southwest Foundation for Biomedical Research, located one mile west of SwRI, is another research organization funded by Slick. Independent of the Institute, the Foundation conducts biomedical research and houses the world's largest nonhuman primate colonies used to study human diseases.

ATTACHMENT #2

Labor Category Descriptions

Engineer for Process Reengineering Consultation

Automation and Data Systems Division

QUALIFICATIONS: Engineers at this level must have demonstrated the capability to perform entry-level engineering tasks. A Bachelor's degree in industrial engineering or related disciplines that provides knowledge of tools and techniques that are used to analyze business processes is required. This initial assignment provides the opportunity for the individual to be mentored on projects by more senior engineers and to learn to function professionally, responsibly, and accountably. The Engineer will gain practical experience in business process engineering or reengineering while functioning as a consulting and facilitating professional for clients seeking to improve their business processes. Knowledge of Lean Manufacturing Techniques and or Certifications in Six Sigma Processes is very desirable.

GENERAL DESCRIPTION: The Engineer must exercise judgment, diligence, and attention to detail and demonstrate an aptitude for carrying out responsible assignments on a variety of consulting projects that deal with the examination of business processes, simulations and other techniques to optimize processes, facilitation of change management seminars in client companies and the use of metrics and reports to insure continuous process improvement.

FUNCTIONAL DESCRIPTION: An individual at the Engineer level in process reengineering performs the following functions:

- Provides independent consultation for improving work processes.
- Prepares reports summarizing results of consultation.
- Facilitates technical seminars.
- Performs consulting tasks and facilitates the change process, normally as part of a project team, requiring an application of standard management consulting techniques, procedures, and concepts in carrying out a sequence of related tasks.
- Searches literature, conducts surveys and experiments, collects, analyzes, interprets, and reports results.
- Develops preliminary findings for review by a more experienced researcher or a manager.
- Prepares written reports of work and/or consultation for presentation to clients.
- Becomes an effective and productive team facilitator knowledgeable of the project team approach to contract consulting business.
- Collects metrics and other data used to analyze and report on the effectiveness of processes.
- Applies problem solving tools to design and facilitate process improvements.

Research Engineer **for Process Reengineering Consultation** **Automation and Data Systems Division**

QUALIFICATIONS: Engineers at the Research Engineer level must have a four-year college degree in industrial engineering or a related discipline and at least two years of technical experience, demonstrating a meaningful level of technical accomplishments. A Master's degree in industrial engineering or related field is highly recommended. The Research Engineer must have training and hands-on experience with numerous tools and techniques used to simulate operations and optimize performance of processes. Experience and/or certification in Lean Manufacturing and/or Six Sigma Processes is desirable.

GENERAL DESCRIPTION: The Research Engineer will have obtained significant experience-based competence in process design and development activities, including technical contribution to consulting projects, establishment of performance objectives for themselves and others, and will have experience managing a project phase. The Research Engineer has the technical skills to be a fully competent project team member on a consulting project.

FUNCTIONAL DESCRIPTION: An individual at the Research Engineer level performs the following functions:

- Establishes trusting relationships with clients consistent with project requirements.
- Conducts consulting sessions with clients aimed at modeling organizational dynamics by using tools and metrics appropriate for client business processes.
- Supervises or coordinates the work of junior technical and support staff assigned to specific projects.
- Applies approved standard engineering practices to the development of process improvement efforts.
- Designs, develops, enhances, reengineers, or integrates various applications to facilitate process improvement.
- Serves as phase manager on major projects and as project manager on projects of limited scope and complexity, meets project/phase technical costs and schedule objectives, and organizes project teams.
- Collaborates on the implementation of innovative business solutions with clients.
- Mentors junior engineers in their practical experience on process improvement projects.
- Provides simulations of client operations, and then optimizes the performance of those operations.

Senior Research Analyst for Process Reengineering Consultation Automation and Data Systems Division

QUALIFICATIONS: Analysts at the Senior Research Analyst level must have a four-year college degree in a mathematics, scientific, technical, or related discipline and at least five years of technical experience. This experience must include a meaningful level of technical consulting accomplishments and successful project management. An advanced degree is highly recommended. The Senior Research Analyst will receive regular training in new process improvement methodologies as they emerge. The Senior Research Analyst will have significant hands-on experience with the tools and technologies used in process characterization and continuous process improvement to include those used in value stream mapping and efficiency process tuning.

GENERAL DESCRIPTION: A Senior Research Analyst is experienced in developing and leading projects; maintaining working relationships with clients; assuming responsibility for the technical effort and growth of others; and developing creative, innovative solutions to improve business processes through the application of advanced theory, concepts, and practices. The Senior Research Analyst positions are at a significant technical leadership level within SwRI.

FUNCTIONAL DESCRIPTION: An individual at the Senior Research Analyst level performs the following functions:

- Facilitates technical discussions, brainstorming/problem solving sessions, and workshops to gain consensus.
- Facilitates client implementation and sustainment of continuous improvement plans.
- With knowledge of the range of current and emerging technology tools and techniques, facilitates the client and project team in understanding new possibilities to meet client objectives.
- Designs, develops, or enhances complex business processes, and generally takes a technical leadership role and, in some cases, personally performs more complex tasks.
- Performs analyses of processes and products for clients' systems, such as requirements analysis, or cost/benefit alternatives and analyses.
- Plans, designs, coordinates, and controls the progress of project work to meet client objectives; prepares and presents reports to clients.
- Consults to solve highly specialized problems where the use of synthesis of alternative solutions is required.
- Coaches clients in embracing best practices for increased competitiveness.
- Facilitates assessment of project impact in achieving business goals.

Senior Research Engineer for Process Reengineering Consultation Automation and Data Systems Division

QUALIFICATIONS: Senior Research Engineers must have a four-year college degree in industrial engineering, or a related discipline and at least five years of technical experience. This experience must include a meaningful level of technical accomplishments and successful project management. An advanced degree is highly recommended. The Senior Research Engineer will receive regular training in new modeling and optimization methodologies and tools as they emerge. Hands-on experience with Lean Manufacturing and/or training/certification in Six Sigma methodologies and tools for efficient consulting is very desirable.

GENERAL DESCRIPTION: A Senior Research Engineer is experienced in developing and leading projects; maintaining working relationships with clients; assuming responsibility for the technical effort and growth of others; and developing creative, innovative solutions to problems through the application of advanced theory, concepts, and practices. Senior Research Engineer positions are at a significant technical leadership level within SwRI.

FUNCTIONAL DESCRIPTION: An individual at the Senior Research Engineer level performs the following functions:

- Facilitates discussions and workshops to gain consensus and commitment.
- With knowledge of the range of current and emerging methodologies and tools and techniques, helps the client and development team understand new possibilities to meet client objectives.
- Reengineers complex organizational processes, and generally takes a technical leadership role along with personally performing complex tasks.
- Consults to perform studies and evaluations for client systems such as feasibility or trade-off studies.
- Plans, designs, coordinates, and controls the progress of project work to meet client objectives; prepares and presents reports to clients.
- Solves highly specialized engineering objectives or problems where the use of modeling and simulation or other creative, imaginative solutions are required.
- Coaches clients in embracing best practices for increased efficiency and competitiveness.
- Assesses project impact in achieving business goals.

Principal Engineer for Process Reengineering Consultation

Automation and Data Systems Division

QUALIFICATIONS: Principal Engineers are a critical division resource in several dimensions, proceeding from 12 or more years of process improvement consulting, facilitation and change management and promotional experience, including development, preparation, presentation, and follow-up of large proposals. In addition, the individual is a resource in program development efforts. Contribution to and direction of presentations to the client and professional community is expected leading to publication and peer review of articles in periodicals. The principal level employee must have satisfied the senior research engineer requirements and have five years of experience at the Senior Research Engineer level at the Institute or comparable experience with another organization. An advanced degree in a relevant field is highly desirable.

GENERAL DESCRIPTION: A Principal Engineer level individual is experienced in developing and leading complex process improvement and other projects, and maintaining a working relationship with the client. The individual is responsible for the correct use of the methodology and tools in developing innovative solutions to client problems. The Principal Engineer is well versed in the application of advanced theory, concepts, and practices to include Lean and Six Sigma methodologies. The Principal Engineer provides significant project leadership to process improvement consulting projects.

FUNCTIONAL DESCRIPTION: An individual at the Principal Engineer level performs the following functions:

- Consults with clients in building a continuous improvement culture in the client organization.
- Facilitates the change management processes for clients.
- Has knowledge and expertise in a wide range of current and emerging methodologies, tools, products and techniques, helps the client and development team with new innovative possibilities to meet client objectives.
- Designs and reengineers complicated processes and systems.
- Takes a technical leadership role and personally performs complex tasks.
- Performs feasibility studies or trade-off studies for clients.
- Solves highly complex client problems where uses of creative, imaginative solutions are required.
- Guides clients in strategic and business improvement planning.
- Advises clients in establishing effective and efficient systems.
- Collaborates with clients to deploy enterprise improvements.

Secretary

Automation and Data Systems Division

QUALIFICATIONS: Secretaries have general capabilities obtained through successful completion of increasing responsibility and five years experience. This individual has obtained necessary specialized knowledge applicable to the Institute and the Division. Employees at this level will have the ability to supervise and coordinate the activities of subordinate clerical staff and be fully effective as the clerical employee within their section or unit. They must be able to use a range of custom and commercial computer programs to complete their tasks. Good communications and interpersonal skills are required.

RESPONSIBILITIES: An individual at this level has the following responsibilities supporting the Automation and Data Systems Division for consulting and facilitating services:

- Types correspondence, reports, and tabular data from drafts provided by professional personnel and reviews for spelling, punctuation, and grammar.
- Uses a variety of computer programs including word processing, database, graphics, spreadsheet, and project management applications, as well as other custom applications to perform Institute administrative tasks.
- Answers telephones and routes calls appropriately.
- Coordinates meetings, appointments, schedules, and facilities as requested by supervisor.
- Maintains hard copy and electronic filing and record keeping systems to aid in retrieval and historical record maintenance, as required by the client or other pertinent entities.

Senior Secretary

Automation and Data Systems Division

QUALIFICATIONS: Senior Secretaries are senior clerical staffs who have fully developed skills in their areas of specialization. They must be able to provide administrative support in an effective manner. Very good communication and interpersonal skills are necessary. A high school education is required, at a minimum; and an additional seven to nine years of combined continuing education and related experience are desirable.

GENERAL DESCRIPTION: Senior Secretaries have fully developed skills in their areas of specialization. They handle routine tasks with minimum supervision as well as independent special assignments. They have great awareness of when to make recommendations for personnel actions concerning subordinate clerical staff.

FUNCTIONAL DESCRIPTION: Senior Secretaries perform the following functions in support of consulting and facilitating services:

- Organizes efforts to produce final versions of deliverables, and contributes to their production.
- Exercises independent judgment concerning administrative matters on behalf of supervisor or, when required, within delegated authority.
- Analyzes data and arrives at a recommended course of action or acts on conclusions, if within delegated authority.
- Instructs subordinates in improving skills, knowledge, or abilities.
- Administratively supervises clerical staff in completion of assigned duties, and completes performance level reviews of clerical staff.
- Compiles operating data as directed by supervisor.
- Interacts directly with upper levels of Institute management and clients.

ATTACHMENT #3

Labor Rates

SOUTHWEST RESEARCH INSTITUTE

GSA Schedule 874, SIN 874-1
Mission Oriented Business Integrated Services (MOBIS)

Hourly Labor Rates for Fixed Price or Time and Materials Orders for the Automation and Data Systems Division

These rates are valid as of January 25, 2010, per contract modification PS-0007.

<u>SwRI LABOR CATEGORY</u>	<u>RATE</u>
Engineer	\$104.64
Research Engineer	\$124.14
Sr. Research Analyst	\$161.20
Sr. Research Engineer	\$166.70
Principal Engineer	\$194.14
Secretary	\$ 52.40
Sr. Secretary	\$ 67.74