



# GENERAL SERVICES ADMINISTRATION

## Federal Acquisition Service

### *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 is available through **GSA Advantage!**<sup>™</sup>, a menu-driven database system. The INTERNET address for **GSA Advantage!**<sup>™</sup> is: <http://www.GSAAdvantage.gov>.

#### Schedule for Professional Services Schedule (PSS)

**Federal Supply Group:** 00CORP **Class:**

**Contract Number:** **47QRAA19D00BY**

For more information on ordering from Federal Supply Schedules

**Click on the FSS Schedules button at <http://www.gsa.gov/schedules-ordering>**

**Contract Period:** 8/27/2019 to 8/26/2024

**Contractor:** GRAHAM TECHNOLOGIES LLC  
1401 MERCANTILE LN SUITE 301  
LARGO, MD 20774-4301

**Business Size:** Small, Disadvantaged Business

**Telephone:** (240) 764-7902

**Extension:**

**FAX Number:** (301) 560-6579

**Web Site:** [www.graham-tech.net](http://www.graham-tech.net)

**E-mail:** [william.graham@graham-tech.net](mailto:william.graham@graham-tech.net)

**Contract Administration:** William Graham



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## GRAHAM TECHNOLOGIES, LLC

Founded in 2007, Graham Technologies LLC (Graham) is an ISO 9001:2015, 20000, 27001 certified and Capability Maturity Model Integration (CMMI) Development (DEV) and Services (SVC) Maturity Level (ML) 3 appraised organization. Graham Technologies is led by William Graham, a former Associate at Booz Allen Hamilton consulting firm. The company has broad technology expertise and industry experience supporting government and commercial clients. Graham Technologies is headquartered in Largo, MD.

Graham employees provide technical services for the design, development, testing, deployment, and sustainment of web based applications and databases; to ensure timely, relevant, and value-added solutions for national intelligence missions. Graham specializes in delivering innovative technology solutions to government and commercial clients. Our employees provide a wide range of expertise to support the mission of our clients. Our employees are committed to the following core values: (1) Value our Customers; (2) Care about our Employees; (3) Passionate about Innovation; (4) Believe in Strong Work Ethic; (5) Rely on Teamwork; and (6) Integrity Matters. These core values are what differentiate Graham Technologies from its competitors. Driven by these core values, our goal is to help our clients succeed.

Graham Technologies' primary market consists of Federal/Civilian, DoD/Law Enforcement, Healthcare, and National Security. We provide support services to a wide variety of clients on an as needed and contractual basis. Graham has experience supporting privately held organizations, public-sector entities, government agencies, and the intelligence community. Graham views the GSA Schedule as having three equally important challenges. These challenges are:

- Personnel
- Responsiveness
- Expertise

We are not only capable of handling these challenges, but of handling them in a quick, responsive, and proactive manner.

### *1. PERSONNEL*

With over 70 full-time employees, Graham possesses the technical capability and expertise to improve the performance while reducing the cost of customers' systems and services. Graham is committed to excellence, with total customer satisfaction being the primary motivator for day-to-day operations. We focus on the engineering, technical, and management services required to design, develop, operate, and support Information Technology systems over their entire lifecycle.

We have designed a competitive Total Compensation Package (TCP), which appeals to all personnel - junior and senior employees alike. Our turnover rate is less than 5%.



## 2. RESPONSIVENESS

Graham has a simplified management system that allows and facilitates direct communication with our Corporate Program Manager (PM) and the designated task order Project Manager (PjM). Graham realizes that conditions can and do change. In these situations, quick thinking and the ability to act are paramount to keeping projects on-track and successfully guiding projects to meet the new requirements and objectives. Our PM will rapidly respond to contract issues by interacting with the customers to understand the issues and then applying all contract personnel and corporate resources to resolve the issues. Graham will convene a team of its knowledgeable employees to assess the availability of needed talents. Graham will present the COTR with its approach to resolve the problem and recommendations for proposed resolution. This autonomy means that situations can be quickly and easily addressed.

Graham's goal is to become a partner with our clients to meet the ever changing and challenging information technology needs of the federal government. With our experience, we are exceptionally qualified to provide the partnership needed to make programs successful. Graham has several qualifications that make us ideal for this partnership:

- Quality deliverables
- Cost effective support services
- Management expertise
- Understanding the scientific research support services and information technology
- Proven effective management approach

Our mission statement best describes our approach and objectives. Our mission is to be an integral part of customers' success by providing outstanding technical knowledge, experience, motivation, and commitment through skilled staff and collaborative approach. We are committed and involved to make our customers successful.

## 3. EXPERTISE

Personnel and responsiveness mean nothing unless combined with specific expertise. In addition to being responsive and available, our staff possesses a combination of technical and scientific expertise. Graham has extensive experience providing personnel in varied CONUS locations.

### a. Graham Has the Expertise from Both The Technical Side And The Management Side

When selecting Graham, you are not only getting a competent technical and management staff; you are getting a corporate philosophy of "*responsiveness to the customer.*" This responsiveness will be demonstrated in many ways including quick reaction to requirements, access to personnel, cost consciousness, and the desire to "pitch-in" and do whatever it takes to "get the job done."

### b. Graham Credentials

Graham has extensive credentials in project and enterprise-level services including, information assurance and security, architecture management, process engineering and improvement, software development, systems engineering, help desk operations, and all aspects of network



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management, operations, and maintenance. Graham develops and maintains enterprise wide networks and desktop environment solutions driven by clients' needs.

Graham is the right company, with the right personnel and expertise to assist GSA in meeting their mission goals.



## CUSTOMER INFORMATION:

**1a. Table of Awarded Special Item Number(s) with appropriate cross-reference to page numbers:**

SINs	Recovery SINs	SIN Descriptions
874-1	874-1RC	Integrated Consulting Services
874-7	874-7RC	Integrated Business Program Support Services

**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.**

**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.**

**2. Maximum Order:** \$1,000,000.00

**3. Minimum Order:** \$100.00

**4. Geographic Coverage (delivery Area):** Domestic and Overseas

**5. Point(s) of production (city, county, and state or foreign country):** Same as company address

**6. Discount from list prices or statement of net price:** Government net prices (discounts already deducted).

**7. Quantity discounts:** 2.0% on a single task order exceeding \$500,000  
3.0% on a single task order exceeding \$750,000

**8. Prompt payment terms:** Information for Ordering Offices: Prompt payment terms cannot be negotiated out of the contractual agreement in exchange for other concessions. Net 30 Days



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- 9a. **Notification that Government purchase cards are accepted up to the micro-purchase threshold:** Yes
- 9b. **Notification whether Government purchase cards are accepted or not accepted above the micro-purchase threshold:** Yes
10. **Foreign items (list items by country of origin):** None
- 11a. **Time of Delivery (Contractor insert number of days):** Specified on the Task Order
- 11b. **Expedited Delivery. The Contractor will insert the sentence “Items available for expedited delivery are noted in this price list.” under this heading. The Contractor may use a symbol of its choosing to highlight items in its price list that have expedited delivery:** Contact Contractor
- 11c. **Overnight and 2-day delivery. The Contractor will indicate whether overnight and 2-day delivery are available. Also, the Contractor will indicate that the schedule customer may contact the Contractor for rates for overnight and 2-day delivery:** Contact Contractor
- 11d. **Urgent Requirements. The Contractor will note in its price list the “Urgent Requirements” clause of its contract and advise agencies that they can also contact the Contractor’s representative to effect a faster delivery:** Contact Contractor
12. **F.O.B Points(s):** Destination
- 13a. **Ordering Address(es):** Same as Contractor
- 13b. **Ordering procedures:** For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPA’s) are found in Federal Acquisition Regulation (FAR) 8.405-3.
14. **Payment address(es):** Same as company address
15. **Warranty provision.:** Contractor’s standard commercial warranty.
16. **Export Packing Charges (if applicable):** N/A



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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):** N/A
  
  19. **Terms and conditions of installation (if applicable):** N/A
  
  20. **Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices (if applicable):** N/A
  
  - 20a. **Terms and conditions for any other services (if applicable):** N/A
  
  21. **List of service and distribution points (if applicable):** N/A
  
  22. **List of participating dealers (if applicable):** N/A
  
  23. **Preventive maintenance (if applicable):** N/A
  
  - 24a. **Special attributes such as environmental attributes (e.g., recycled content, energy efficiency, and/or reduced pollutants).**
  
  - 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. contactor's website or other location.) The EIT standards can be found at: [www.Section508.gov/](http://www.Section508.gov/).**
  
  25. **Data Universal Numbering System (DUNS) number:** 825126035
  
  26. **Notification regarding registration in System for Award Management (SAM) database:** Registered





## Labor Category Pricing

The rates shown below include the Industrial Funding Fee (IFF) of 0.75%.

### Base Period Pricing

SIN	Awarded Labor Category	Site	Year 1	Year 2	Year 3	Year 4	Year 5
874-1 874-1RC 874-7 874-7RC	Program Manager	Both	\$192.54	\$196.97	\$201.50	\$206.14	\$210.88
874-1 874-1RC 874-7 874-7RC	Business Systems Architect 4	Both	\$157.98	\$161.62	\$165.34	\$169.14	\$173.03
874-1 874-1RC 874-7 874-7RC	Business Systems Architect 3	Both	\$133.30	\$136.37	\$139.50	\$142.71	\$145.99
874-1 874-1RC 874-7 874-7RC	Business Systems Architect 2	Both	\$113.55	\$116.16	\$118.84	\$121.57	\$124.36
874-1 874-1RC 874-7 874-7RC	Business Systems Architect 1	Both	\$93.80	\$95.96	\$98.17	\$100.43	\$102.74
874-1 874-1RC 874-7 874-7RC	Analyst 4	Both	\$119.48	\$122.22	\$125.04	\$127.91	\$130.85
874-1 874-1RC 874-7 874-7RC	Analyst 3	Both	\$103.68	\$106.06	\$108.50	\$111.00	\$113.55
874-1 874-1RC 874-7 874-7RC	Analyst 2	Both	\$83.93	\$85.86	\$87.83	\$89.85	\$91.92
874-1 874-1RC 874-7 874-7RC	Analyst 1	Both	\$74.06	\$75.76	\$77.50	\$79.28	\$81.11
874-1 874-1RC 874-7 874-7RC	Consultant 4	Both	\$192.54	\$196.97	\$201.50	\$206.14	\$210.88
874-1 874-1RC 874-7 874-7RC	Consultant 3	Both	\$172.80	\$176.77	\$180.84	\$185.00	\$189.25
874-1 874-1RC 874-7 874-7RC	Consultant 2	Both	\$149.10	\$152.53	\$156.04	\$159.62	\$163.30
874-1 874-1RC 874-7 874-7RC	Consultant 1	Both	\$133.30	\$136.37	\$139.50	\$142.71	\$145.99

## Service Contract Labor Standards:

The Service Contract Labor Standards (SCLS), formerly known as the Service Contract Act (SCA), is applicable to this contract as it applies to the entire Professional Services Schedule (PSS) Schedule and all services provided. While no specific labor categories have been identified as being subject to SCLS/SCA due to exemptions for professional employees (FAR 22.1101, 22.1102 and 29 CRF 541.300), this contract still maintains the provisions and protections for SCLS/SCA eligible labor categories. If and / or when the contractor adds SCLS/SCA labor categories to the contract through the modification process, the contractor must inform the Contracting Officer and establish a SCLS/SCA matrix identifying the GSA labor category titles, the occupational code, SCLS/SCA labor category titles and the applicable WD number. Failure to do so may result in cancellation of the contract.



## Labor Category Descriptions

Labor Category	Labor Description Document	ED	EXP
<b>Program Manager</b>	Manages programs to ensure that implementation and prescribed activities are carried out in accordance with specified objectives. Plans and develops methods and procedures for implementing programs, directs and coordinates program activities, and exercises control over personnel responsible for specific functions or phases of programs.	Bachelors	10
<b>Business Systems Architect 4</b>	Responsible for the architectural design, development, and deployment of the enterprise's overall systems. Defines system solutions based on user/client needs, cost, and required integration with existing applications, systems, or platforms. Researches, identifies, selects, and tests technology products required for solution delivery. Establishes, implements, and documents the technology integration or migration strategies. The position requires staying on top of the industry trend and new technologies for the system architecture. Typically reports to the top management. Works on advanced, complex technical projects or business issues requiring state of the art technical or industry knowledge. Works autonomously. Goals are generally communicated in solution or project goal terms. May provide a leadership role for the work group through knowledge in the area of specialization.	Masters	10
<b>Business Systems Architect 3</b>	Researches and analyzes complex issues surrounding the systems of an organization. Develops strategies or infrastructure level recommendations surrounding improving processes, efficiency and practices of the organization's business systems. Simulates and tests process improvements. Communicates changes and may provide training to impacted business units. Requires a bachelor's degree. Typically reports to a project leader or manager. A specialist on complex technical and business matters. Work is highly independent. May provide a leadership role for the work group through knowledge in the area of specialization. Typically requires 8+ years of related experience.	Masters	8



Labor Category	Labor Description Document	ED	EXP
<b>Business Systems Architect 2</b>	Supports the design of system solutions to support the integration of future business acquisitions and growth. Oversees the quality of the organization's systems architecture, including application design, development, testing, and deployment for business to business solutions. Promotes growth in applications, working to align the internal environment with business goals. Researches, plans, develops, and designs, in collaboration with the Director, a deep technical solution for new products that improve business efficiency of the current systems and deliver a robust and scalable integrated product across various lines of businesses. Designs and supports business processes using modeling tools. Integrates various systems and high-caliber technical insights to arrive at a target state model and overall architecture for a program. Explores and designs new long-term solutions for problems in the systems. Evaluates various integration capabilities; and researches new technologies within databases, integration, and applicable rules needed to drive product implementation. Participates in architecture, line of business, and center of excellence meetings to socialize the architecture.	Bachelors	6
<b>Business Systems Architect 1</b>	Researches and analyzes complex issues surrounding the systems of an organization. Develops strategies or infrastructure level recommendations surrounding improving processes, efficiency and practices of the organization's business systems. Simulates and tests process improvements. Communicates changes and may provide training to impacted business units. Requires a bachelor's degree. Typically reports to a project leader or manager. A specialist on complex technical and business matters. Work is highly independent. May provide a leadership role for the work group through knowledge in the area of specialization. Typically requires 8+ years of related experience.	Bachelors	4
<b>Analyst 4</b>	Analyzes company functions, processes, and activities to improve computer-based business applications for the most effective use of money, materials, equipment, and people. Utilizes available resources and personnel to carry out analysis to support management's quest for performance improvement. Reviews and analyzes information, forecasts, methods, schedules, systems, processes, and procedures. Determines most useful business solutions for the company. Recommends alternative solutions to management as to courses of action that best meet the organization's goals. Performs duties concerned with the design and improvement of business systems. Works closely with senior managers to identify and solve a variety of business system problems. Confers with personnel of organizational units involved to analyze current operational procedures and identify problems. Solicits from management symptoms of problem, formally defines the problem, breaks problem into component parts, and gathers information about each of these parts from a variety of sources. Selects the most appropriate analytical technique. Utilizes several study techniques including simulation, linear and nonlinear programming, dynamic programming, queuing and other stochastic-process models, Markov decision processes, econometric methods, data envelopment	Bachelors	8



Labor Category	Labor Description Document	ED	EXP
	analysis, neural networks, expert systems, decision analysis, and the analytic hierarchy process. Writes description of business needs, business program functions, and steps required to develop or modify business systems.		
<b>Analyst 3</b>	Analyzes company functions, processes, and activities to improve computer-based business applications for the most effective use of money, materials, equipment, and people. Utilizes available resources and personnel to carry out analysis to support management's quest for performance improvement. Reviews and analyzes information, forecasts, methods, schedules, systems, processes, and procedures. Determines most useful business solutions for the company. Recommends alternative solutions to management as to courses of action that best meet the organization's goals. Performs duties concerned with the design and improvement of business systems. Confers with personnel of organizational units involved to analyze current operational procedures and identify problems. Formally defines the problem, breaks problem into component parts, and gathers information about each of these parts from a variety of sources. Selects the most appropriate analytical technique. Utilizes several study techniques including simulation, linear and nonlinear programming, dynamic programming, queuing and other stochastic-process models, Markov decision processes, econometric methods, data envelopment analysis, neural networks, expert systems, decision analysis, and the analytic hierarchy process. Writes description of business needs, business program functions, and steps required to develop or modify business systems	Bachelors	6
<b>Analyst 2</b>	Analyzes business processes, functions, and procedures to determine the most effective business systems and procedures to meet the needs of the organization. Establishes systems specifications and objectives, based on business requirements and cost effectiveness, and provides recommendations to management personnel. Collaborates with others in systems development and design, including table, report, and panel design. Develops test plans and coordinates and performs system testing.	Bachelors	4
<b>Analyst 1</b>	Analyzes business or operating procedures to devise most efficient methods of accomplishing work. Plans study of work problems and procedures, such as organizational change, communications, information flow, integrated production methods, inventory control, or cost analysis. Collects and organizes information on problem or procedures including present operating procedures. Analyzes data gathered, develops information and considers available solutions or alternate methods of proceeding.	Bachelors	2



Labor Category	Labor Description Document	ED	EXP
<b>Consultant 4</b>	Consults with client or department heads to define need or problem. Oversees research, administers studies, evaluates survey results to obtain data, and analyzes data to advise on or recommend solutions, utilizing knowledge of theory, principles, or technology of specific discipline or field of specialization. Requires knowledge in fields defined as non-technical, such as accounting, agriculture, business organization and management, communications, economics, education, finance, health sciences, humanities, marketing, social science, and related fields.	Masters	10
<b>Consultant 3</b>	Consults with clients about general business strategies and recommends methods and approaches to improve and optimize workflow and better achieve client objectives and goals. Analyzes client requirements and provides optimal solutions based on best practices. Designs new processes and updates existing processes to address issues, prioritize opportunities for increased revenue and improve efficiency.	Masters	8
<b>Consultant 2</b>	Consults with client or department personnel to define need or problem. Oversees research, administers studies, evaluates survey results to obtain data, and analyzes data to advise on or recommend solutions, utilizing knowledge of theory, principles, or technology of specific discipline or field of specialization. Requires knowledge in fields defined as non-technical, such as accounting, agriculture, business organization and management, communications, economics, education, finance, health sciences, humanities, marketing, social science, and related fields.	Bachelors	6
<b>Consultant 1</b>	Analyzes business operations, requirements, needs, and goals; and identifies and implements new policies and procedures to enhance efficiency and improve operations. Consults management and leaders for operational effectiveness, and advises methods to mitigate risk and ensure compliance with regulations. Identifies business risks and root causes of business challenges, and translates them into process or technical solutions; identifies opportunities for improved operational performance; and guides management to make informed transformation-driven decisions.	Bachelors	3