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: http://www.GSAAdvantage.gov.

Expression Networks, LLC
1140 3rd ST NE
Washington, DC 20002
877.509.7737 Ext. 5950
http://corp.expr.net

Abir Ray
aray@expression.net

Schedule: Multiple Award Schedule
FSS Group: Professional Services and Information Technology Professional services
Contract Number: 47QRAA19D002T
Period Covered by Contract: January 8, 2019 through January 7, 2024

SBA 8(a) Certified small business

Price list current as of Modification # PS – 0009 effective 8/6/2021
For more information on ordering from Federal Supply Schedules go to the GSA Schedules page at GSA.gov.
Prices Shown Herein are Net (discount deducted)
CUSTOMER INFORMATION:

1a. Awarded Special Item Number(s):

<table>
<thead>
<tr>
<th>SIN</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>541611</td>
<td>Management and Financial Consulting, Acquisition and Grants Management Support, and Business Program and Project Management Services</td>
</tr>
<tr>
<td>54151S</td>
<td>Information Technology Professional Services</td>
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<tr>
<td>OLM</td>
<td>Order Level Materials</td>
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</table>

1b. Identification of the lowest priced model number and lowest unit price for that model for each special item number awarded in the contract: Not Applicable.

1c. Descriptions of all corresponding commercial job titles with experience, functional responsibility and education are provided beginning on page 4.

2. **Maximum Order:** 541611 $1,000,000 and 54151S $500,000

3. **Minimum Order:** $100

4. **Geographic Coverage:** Domestic and Overseas

5. **Point of Production:** N/A

6. **Prices Shown Herein are Net** (discount deducted)

7. **Quantity Discount:** 1% for all task order that exceed $150,000, 2% for all task order that exceed $200,000

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

9. **Foreign Items:** None

10a. **Time of Delivery:** Expression Networks, LLC shall deliver or perform services in accordance with the terms negotiated in an agency’s order.

10b. ** Expedited Delivery:** Consult with Contractor

10c. **Overnight/2-Day Delivery:** Consult with Contractor

10d. **Urgent Requirements:** Consult with Contractor

11. **FOB Point:** Destination

12a. **Ordering Address:** Expression Networks
     Abir Ray
12b. **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

13. **Payment Address:**

Expression Networks  
Abir Ray  
1140 3rd ST NE, Suite 310  
Washington, DC 20002

14. **Warranty Provisions:** Contractor’s Standard Warranty

15. **Export Packing charges:** Not applicable

16. **Terms and conditions of rental, maintenance, and repair:** Not applicable

17. **Terms and conditions of installation:** Not applicable

18a. **Terms and conditions of repair parts:** Not applicable

18b. **Terms and conditions for any other services:** Not applicable

19. **List of service and distribution points:** Not applicable

20. **List of participating dealers:** Not applicable

21. **Preventive maintenance:** Not applicable

22a. **Environmental attributes,** e.g., recycled content, energy efficiency, and/or reduced pollutants: Not applicable

22b. Contact Expression Networks, LLC for Section 508 compliance information. The EIT standards can be found at: http://www.section508.gov N/A

23. **Unique Entity Identifier (UEI) number:** 171839574

24. Expression Networks, LLC is registered in the System for Award Management (SAM) database.
## GSA HOURLY RATES

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<tr>
<th>SIN</th>
<th>Awarded Labor Category</th>
<th>Site</th>
<th>Year 1</th>
<th>Year 2</th>
<th>Year 3</th>
<th>Year 4</th>
<th>Year 5</th>
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</tbody>
</table>
**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 Multiple Award Schedule (MAS) 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

SENIOR PROJECT MANAGER: - Leads management of diverse program, providing broad-range service vision. Directs and supports management in development of integrated team structure, leading identification of mission objectives and performance evaluation. Meets with government program manager to discuss performance, propose initiatives, and establish priorities.

Senior Program Managers have a BA/BS and 18 years of experience

SENIOR SUBJECT MATTER EXPERT - Oversees multi-faceted program area. Heads development of strategic integrated subject matter product and service strategy. Lends support in building and sustaining successful cross-team management structure capable of providing range of subject matter support services. Meets regularly with government program manager to discuss performance, propose initiatives, and establish priorities.

Senior Subject Matter Expert has a BA/BS and 20 years of experience

SENIOR DIRECTOR - Has overall responsibility for the work performed. Possesses experience in both leading and providing technical direction to consulting engagements. May manage multiple engagements and/or tasks of high complexity. Directs the completion of projects and applies experience in process analysis and redesign, financial management, performance measurement and management, IT strategy, risk management, organization design/workforce planning or a related functional business field. Provides primary client interface for key issues related to all technical engagement completion and/or IT business strategy. Possession of a professional certification (e.g., CPA, CMA, PMP, Six Sigma Green/Black Belt, or CGFM), may also be substituted for one year of experience.

Senior Director have a BA/BS degree and 15 years of experience

MID-LEVEL ANALYST - Possesses demonstrated knowledge and experience applying analytic methodologies and principles to address client needs. Applies analytic techniques in the evaluation of project objectives and contributes to the implementation of strategic direction. Performs analyst functions including data collection, interviewing, data modeling, project testing, and creation of performance measurements to support project objectives. Conducts activities in support of project team’s objectives. Works closely with Analyst 2, Task Leads, or Project Manager. Directs the activities of junior staff as necessary.

Mid-Level Analyst have a BA/BS degree and a minimum of 3 years of experience

SENIOR ANALYST - Senior expert with extensive knowledge and experience developing and applying analytic methodologies and principles and is recognized as a leader within functions. Leads the application of analytic techniques and helps define project objectives and strategic direction. Is responsible for providing leadership and vision to client and project teams around the methodology. Resolves complex problems, which require an in-depth knowledge of analytic methodologies and principles. Directs the activities of more junior Analysts or other staff as necessary on activities related to the application of analytical techniques and methodologies. Demonstrated managerial and supervisory skills.

Senior Analyst have a BA/BS degree and a minimum of 5 years of experience

FUNCTIONAL SPECIALIST - Possesses knowledge in designated field or discipline. Supports assessments of organization’s challenges using specializes skills and knowledge. Contributes to the execution of project or task plan and helps assess the impact of industry trends, policy or standard methodologies. Conducts activities in support of the project team’s objectives. Works closed with senior Specialists or Task Leads. Experience & Education:
Functional Specialist have a BA/BS degree and a minimum of 5 years of experience

**SENIOR FUNCTIONAL SPECIALIST** - Senior expert with extensive knowledge in designated field or discipline. Provides insight and advice concerning task or project strategic direction and outcomes. May contribute to the evaluation, analysis, and development of recommended solutions. Resolves complex problems, which require an in-depth knowledge of subject matter related to the designated field or discipline. Applies principles and methods of the subject matter to specialized solutions. Possess demonstrated ability and experience in management consulting and cross-team facilitation at the senior management level. Other areas of expertise may include, but is not limited to, business process reengineering, statistical process control, individual and organizational assessment and evaluation, process modeling and simulation, strategic and business planning, change management, organizational development, and the development of leadership/management skills. Directs the activities of Specialists 1 and Specialists, or other staff as necessary on activated related to the specified field or discipline.

Senior Functional Specialist have a BA/BS degree and a Master’s Degree and a minimum of 10 years of experience.

**FINANCIAL ANALYST** – Serves as a member of group of analysts who are working in concert to systematically integrate business, cost estimating and financial management processes to ensure the efficient stewardship of public funds. Must be able to support the formulation of strategic financial plans, prepare cost estimates, and correlate financing requirements into executable budgets. Possesses through knowledge of the allocation, execution, and administration of approved budgets. Must be able to assess products and procedures for compliance with government standards, accounting principles, internal controls, and multi-tiered system application standards. Must be able to grasp interrelationships between financial management requirements and automated solutions, considering the current system environment and the potential integration of added systems concurrently or later.

Financial Analyst have a BA/BS degree and a minimum of 5 years of experience.

**PROCESS IMPROVEMENT ANALYST** - Guides and assists clients through a wide range of management, organizational and business improvement and modernization initiatives by applying continuous process improvement strategies, methodologies and principles. Develops business methods for problem solving, process change and solutions implementation ensuring enterprise-wide integration. Identifies best practices, assesses performance measurement and researches, collects and verifies data and translates it into strategic and operational guidance. Provides group facilitation, interviewing, training and other forms of knowledge transfer. Areas of focus include but are not limited to identifying and eliminating duplication, outsourcing opportunities, streamlining, centralizing, business transformation, business process redesign and modeling, quality improvement and lean six sigma.

Process Improvement Analyst have a BA/BS degree and a minimum of 5 years of experience

**SENIOR PROCESS IMPROVEMENT ANALYST** - Senior Expert that lead clients & Teams through a wide range of management, organizational and business improvement and modernization initiatives by applying continuous process improvement strategies, methodologies and principles. Develops business methods for problem solving, process change and solutions implementation ensuring enterprise-wide integration. Identifies best practices, assesses performance measurement and researches, collects and verifies data and translates it into strategic and operational guidance. Provides group facilitation, interviewing, training and other forms of knowledge transfer. Areas of focus include but are not limited to identifying and eliminating duplication, outsourcing opportunities, streamlining, centralizing, business transformation, business process redesign and modeling, quality improvement and lean six sigma.

Senior Process Improvement Analyst have a BA/BS degree and a minimum of 10 years of experience
LEAD REQUIREMENTS ENGINEER - Supervises systems engineering, technical efforts and performs typical associated tasks that include, but are not limited to, requirements analysis, cost/cost performance trade-off analysis, feasibility analysis, regulatory compliance support, technology conceptual designs, and special studies and analyses.

Lead Requirements Engineer have a BA/BS degree and a minimum of 10 years of experience

SENIOR REQUIREMENTS ENGINEER - Supervises systems engineering technical efforts and performs typical associated tasks that include, but are not limited to, requirements analysis, cost analysis, cost performance trade-off analysis, feasibility analysis, regulatory compliance support, technology conceptual designs, and special studies and analyses.

Senior Requirements Engineer have a BA/BS degree and a minimum of 7 years of experience

REQUIREMENTS ENGINEER - Typical associated tasks include but are not limited to requirements analysis, cost analysis, cost performance trade-off analysis, feasibility analysis, regulatory compliance support, technology conceptual designs, and special studies and analysis.

Requirements Engineer have a BA/BS degree and a minimum of 4 years of experience

JUNIOR REQUIREMENTS ENGINEER - Typical associated tasks include, but are not limited to, requirements analysis, cost analysis, cost performance trade-off analysis, feasibility analysis, regulatory compliance support, technology conceptual designs, and special studies and analysis. This is an entry level position for students graduating from college with no experience.

Junior Requirements Engineer have a BA/BS degree. No years of experience required with degree

SENIOR TEST ENGINEER - Supervises test and evaluation technical effort. Performs typical tasks that include, but are not limited to, prototype development and first article testing, environmental testing, independent verification and validation, demonstration and validation, simulation and modeling, system safety, quality assurance, education and training, and physical testing of the product or system.

Senior Test Engineer have a BA/BS degree and a minimum of 7 years of experience

TEST ENGINEER - Typical associated tasks include, but are not limited to, prototype development and first article testing, environmental testing, independent verification and validation, demonstration and validation, simulation and modeling, system safety, quality assurance, education and training, and physical testing of the product or system.

Test Engineer have a BA/BS degree and a minimum of 5 years of experience

JUNIOR TEST ENGINEER - Typical associated tasks include, but are not limited to, prototype development and first article testing, environmental testing, independent verification and validation, demonstration and validation, simulation and modeling, system safety, quality assurance, education and training, and physical testing of the product or system. This is an entry level position for students graduating from college with no experience.

Junior Test Engineer have a BA/BS degree. No years of experience required with degree

SENIOR CYBER SECURITY SPECIALIST - Analyzes and defines security requirements for Cyber issues. Designs, develops, engineers, and implements solutions to Cyber requirements. Responsible for the
implementation and development of the Cyber Security. Gathers and organizes technical information about an organization's mission goals and needs, existing security products, and ongoing programs in the Cyber arena. Performs risk analyses, which include risk assessment. Provides daily supervision of, and direction to, staff.

Senior Cyber Security Specialist have a BA/BS degree and a minimum of 8 years of experience and at least 5 years of specialized experience in defining computer security requirements for high-level applications, evaluation of approved security product capabilities, and developing solutions to multilevel security (MLS) problems.

**CYBER SECURITY SPECIALIST** - Analyzes and defines security requirements for Cyber issues. Designs, develops, engineers, and implements solutions to MLS requirements. Gathers and organizes technical information about an organization's mission goals and needs, existing security products, and ongoing programs in the Cyber arena. Performs risk analyses, which include risk assessment.

Cyber Security Specialist have a BA/BS degree and a minimum of 3 years of experience in defining computer security requirements for high-level applications, evaluation of approved security product capabilities, and developing solutions to multilevel security (MLS) problems.

**SUBJECT MATTER EXPERT** - Provide expert, independent services and leadership in specialized technical areas. Provides expertise on an as needed basis to all task assignments. Provides expert advice and assistance in state-of-the-art software/hardware. Coordinates with contractor management and Government personnel to ensure that the problem has been properly defined and that the solution will satisfy the Government's requirement.

Subject Matter Experts have Master’s degree from an accredited college/university. General experience in information systems, including 10 years of specialized experience providing state-of-the-art solutions in information systems technology (or, if the particular area of expertise is new state-of-the-art technology, the specialized experience may be less than ten years and more consistent with the age of the technology).

**DIRECTOR** - Has overall responsibility for the IT work performed. Possesses experience in both leading and providing technical direction to consulting engagements. May manage multiple IT engagements and/or tasks of high complexity. Directs the completion of IT projects and applies experience in systems process analysis and redesign, financial management, performance measurement and management, IT strategy, risk management, organization design/workforce planning or a related functional business field. Provides primary client interface for key issues related to all technical engagement completion and/or IT business strategy. Possession of a professional certification (e.g., CPA, CMA, PMP, Six Sigma Green/Black Belt, or CGFM), may also be substituted for one year of experience.

Director have Bachelor’s degree from an accredited college/university. 10 years in business consulting, process improvement, strategy, financial management, or a related field.

**PROJECT DIRECTOR** - Serves as the contractor’s contract manager, and shall be the contractor’s authorized interface with the Government Contracting Officer (CO), the Contracting Officer’s Representative (COR), government management personnel and customer agency representatives. Responsible for formulating and enforcing work standards, assigning contractor schedules, reviewing work discrepancies, supervising contractor personnel and communicating policies, purposes, and goals of the organization to subordinates for all information systems and technical projects. Shall be responsible for the overall contract performance. Ability to manage and ensure the successful completion multiple technical and IT-specific tasks in assigned program(s). Specialized experience includes: complete systems and information technology engineering project development from inception to deployment, demonstrated ability to provide guidance and direction in a wide range of systems and IT related tasks, proven expertise in the management and control of funds and IT
resources, demonstrated capability in managing multi-task contracts of this type and complexity. General experience includes increasing responsibilities in information systems design and management.

Project Manager have Bachelor's degree from an accredited college/university. 10 years' experience, of which at least six years must be specialized.

**Task Manager**

**Functional Responsibility:** Monitors each task, and keeps the Program Manager abreast of all problems and accomplishments. Anticipates problems, and works to mitigate the anticipated problems. As a team or project leader, provides technical direction for the complete systems development effort. May serve as a technical authority for a design area. As a staff specialist or consultant, resolves unique and unyielding systems problems using new technology. Can complete tasks within estimated time frames and budget constraints. Schedules and assigns duties to subordinates. Interacts with government management personnel. Reports in writing and orally to contractor management and government representatives, including the government-contracting officer.

**Education Requirements:** Bachelor’s degree from an accredited college/university in Computer Science or related technical field.

**Minimum Experience:** 7 Years of general experience including five years of specialized experience of which two years were direct supervisory experience.

**Senior Programmer (Programmer/System Analyst IV)**

**Functional Responsibility:** Participates in all phases of software development, including system design, analysis, architecture, and engineering; plans and directs the development of major programming projects and the installation of systems; programs, designs, analyzes, codes, implements, and tests software applications, modules, and databases in various languages, including those associated with scientific, technical, or engineering problems; performs process analyses in order to recommend improvements; performs system, network, and/or database administration, analysis, design, implementation, and testing; analyzes and documents client needs and requirements; provides technical support including providing technical solutions and training; writes, modifies, and maintains software documentation and specifications; performs a variety of testing for computer operating and/or network systems; performs data and technical analysis and information engineering; installs, configures, and troubleshoots various hardware and software platforms; may design and develop computer-based and/or multimedia courseware for customer training initiatives utilizing appropriate authoring languages, systems, animation and graphics software; participates in meetings and design reviews; prepares reports on analyses, findings, and project progress; may supervise and direct the work of lower-level analysts; performs technical research on emerging technologies to determine impacts on application execution; may serve as a technical task or team lead. Depending on the job assignment, knowledge of or certification in specific applications or processes may be required in the following areas: Web technologies, design technologies, specific programming languages, authoring languages and systems, and Modeling and Simulation (M&S) technologies, processes, and tools.
Education Requirements: Bachelor’s degree from an accredited college/university in Computer Science or related technical field.

Minimum Experience: 5 years’ experience in the computer-programming field
**Programmer (Programmer/System Analyst III)**

**Functional Responsibility:** Programs, designs, analyzes, codes, implements, and tests software applications and modules in various languages, including business software systems and applications; provides network support including providing technical solutions and training; writes, modifies, and maintains software documentation and specifications; performs integration testing and support of various computer operating and/or network systems; installs, configures, and troubleshoots various hardware and software platforms; analyzes and documents client needs and requirements; may train other programmer/analysts; develops product documentation to describe system requirements and use; may design and develop computer-based and/or multimedia courseware for customer training initiatives utilizing appropriate authoring languages, systems, animation and graphics software; participates in meeting; prepares reports on analyses, findings, and project progress; performs technical research on emerging technologies to determine impacts on application execution. Depending on the job assignment, knowledge of or certification in specific applications or processes may be required in the following areas: Web technologies, design technologies, specific programming languages, authoring languages and systems, and Modeling and Simulation (M&S) technologies, processes, and tools.

**Education Requirements:** Bachelor’s degree from an accredited college/university in Computer Science or related technical field.

**Minimum Experience:** 3 years’ experience in the computer-programming field.

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**Subject Matter Expert**

**Functional Responsibility:** Provide expert, independent services and leadership in specialized technical areas. Provides expertise on an as needed basis to all task assignments. Provides expert advice and assistance in state-of-the-art software/hardware. Coordinates with contractor management and Government personnel to ensure that the problem has been properly defined and that the solution will satisfy the Government’s requirement.

**Education Requirements:** Master’s degree from an accredited college/university in Computer Science or related technical field.

**Minimum Experience:** 12 twelve years of general experience in information systems, including ten years of specialized experience providing state-of-the-art solutions in information systems technology (or, if the particular area of expertise is new state-of-the-art technology, the specialized experience may be less than ten years and more consistent with the age of the technology.
**Director**

**Functional Responsibility:** Has overall responsibility for the IT work performed. Possesses experience in both leading and providing technical direction to consulting engagements. May manage multiple IT engagements and/or tasks of high complexity. Directs the completion of IT projects and applies experience in systems process analysis and redesign, financial management, performance measurement and management, IT strategy, risk management, organization design/workforce planning or a related functional business field. Provides primary client interface for key issues related to all technical engagement completion and/or IT business strategy. Possession of a professional certification (e.g., CPA, CMA, PMP, Six Sigma Green/Black Belt, or CGFM), may also be substituted for one year of experience.

**Education Requirements:** Bachelor’s degree from an accredited college/university in Computer Science or related technical field.

**Minimum Experience:** 10 years in business consulting, process improvement, strategy, financial management, or a related field.

**Project Manager**

**Functional Responsibility:** Serves as the contractor’s contract manager, and shall be the contractor’s authorized interface with the Government Contracting Officer (CO), the Contracting Officer’s Representative (COR), government management personnel and customer agency representatives. Responsible for formulating and enforcing work standards, assigning contractor schedules, reviewing work discrepancies, supervising contractor personnel and communicating policies, purposes, and goals of the organization to subordinates for all information systems and technical projects. Shall be responsible for the overall contract performance. Ability to manage and ensure the successful completion multiple technical and IT-specific tasks in assigned program(s). Specialized experience includes: complete systems and information technology engineering project development from inception to deployment, demonstrated ability to provide guidance and direction in a wide range of systems and IT related tasks, proven expertise in the management and control of funds and IT resources, demonstrated capability in managing multi-task contracts of this type and complexity. General experience includes increasing responsibilities in information systems design and management.

**Education Requirements:** Bachelor’s degree from an accredited college/university in Computer Science or related technical field.

**Minimum Experience:** 10 years’ experience, of which at least six years must be specialized.
Principal System Engineer

**Functional Responsibility:** Establishes state-of-the-art techniques for designing, developing, modifying and troubleshooting highly complex computer operating/hardware system; may work independently on projects requiring advanced, concentrated and diversified knowledge regarding engineering principles in broad assignment areas or may serve as project lead with supervisory responsibilities. Designs operating/hardware systems; formulates system concepts and architecture, specifies requirements, and develops implementation approaches; identifies and directs resolution of complex hardware/software interface issues; subject matter expert on emerging technologies; directs the development of systems specifications and technical documentation; may serve as project lead, either working independently in a technical role in field of specialization, or in providing work leadership with management or supervisory responsibility for the group. Knowledge of or certification in specific applications or processes may be required, depending on job assignment.

**Education Requirements:** Bachelor’s degree from an accredited college/university in Computer Science or related technical field.

**Minimum Experience:** 10 years’ directly related experience in all phases of systems engineering. Requires advanced knowledge of the principles, methods, and techniques used in all phases of the engineering, application, and development of multiple operating systems.

Senior Architect

**Functional Responsibility:** Establishes state-of-the-art techniques for designing, developing, modifying and troubleshooting highly complex software operating systems and applications architectures; defines complex design specifications and parameters; identifies and directs resolution of complex hardware/software interface issues; is recognized as a subject matter expert in all areas of software engineering, including emerging technologies; directs the development of systems specifications and technical documentation; may serve as project lead, either working independently in a technical role in field of specialization, or providing work leadership with management or supervisory responsibility for the group; responsible for task cost, schedule and level of effort estimates; reports project progress directly to senior management; performs business development services; may provide expertise to multiple projects and tasks; may supervise and direct the work of assigned staff. Also requires expert knowledge of the principles, practices, and procedures used in all phases of full life cycle applications and systems development, engineering, programming, and analysis at a highly technical level.

**Education Requirements:** Bachelor’s degree from an accredited college/university in Computer Science or related technical field.

**Minimum Experience:** 10 years’ directly related experience in the design, writing, and testing of computer programs or database development, with four or more years experience in software operating systems architecture.
Software Engineer

**Functional Responsibility:** Participates in all phases of software operating systems and software application programs engineering, including design, analysis, and modeling at a highly technical level; Performs software operating systems and application engineering, including full life cycle application systems design and development; assesses system architecture and hardware limitations; defines and selects new concepts and approaches for the design, development, and implementation of software engineering applications; defines complex design specifications and parameters; resolves complex hardware/software compatibility and interface design considerations; performs requirements acquisition and definition and data analysis; directs research on emerging technologies to determine impacts on application execution; performs systems modeling; may perform database analysis, design, implementation, and testing; writes, modifies, and maintains technical Page | 22 documentation and specifications such as user manuals, system documentation, and training materials; performs integration testing and support of various computer operating and/or network systems; troubleshoots and provides customer support for software operating systems and application issues; analyzes and documents client needs and requirements; serves as liaison with clients, participates in meetings to ensure client needs are met and may make client presentations; may serve as task or team lead, exercising leadership in either a technical role training other software engineers and implementing and enforcing established standards and technologies, or in a project coordination role leading tasks and assuming responsibility for the design, development, test and delivery of a software system or application. Also requires comprehensive knowledge of the principles, practices, and procedures used in all phases of full life cycle applications and systems development, engineering, programming, and analysis.

**Education Requirements:** Bachelor’s degree from an accredited college/university in Computer Science or related technical field.

**Minimum Experience:** 5 years’ directly related experience in the design, writing, and testing of computer programs or database development.

Systems Engineer

**Functional Responsibility:** Designs software tools and subsystems to support software reuse and domain analysis. Interprets software requirements and design specifications to code, and integrates and tests software components. Specialized experience includes: analytically solving workflows, organization, and/or planning problems. General experience includes increasing responsibilities in systems engineering.

**Education Requirements:** Bachelor’s degree from an accredited college/university in Computer Science or related technical field.

**Minimum Experience:** 3 years’ experience of which at least one year must be specialized.
**Quality Assurance Specialist**

**Functional Responsibility:** Assists in the evaluation of software and associated documentation. Participates in formal and informal reviews to determine quality; presents IV&V results and troubleshoots technical problems; makes recommendations to improve overall quality. Specialized experience includes: Configuration Management, IV&V, software testing and integration, software metrics and their application to software quality assessment. General experience includes increasing responsibilities in quality assurance, quality control and IV&V.

**Education Requirements:** Bachelor’s degree from an accredited college/university in Computer Science or related technical field.

**Minimum Experience:** 4 years’ experience of which two years must be specialized.

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**Network Engineer**

**Functional Responsibility:** Analyzes local and wide area network systems, including planning, designing, evaluating, selecting, and upgrading operating systems and protocol suites and configuring communication media with concentrators, bridges, and other devices; resolves interoperability problems to obtain operations across all platforms including email, file transfer, multimedia, teleconferencing, and the like; configures systems to user requirements; supports the acquisition of hardware and software as well as subcontractor services as needed; performs various tests and documents results; administers and maintains local and wide area networks; provides technical support and troubleshooting to users; plans network layout design; may administer network security; may perform database administration; may supervise and direct the work of lower level personnel; may serve as technical team or task lead. Also must have advanced knowledge of the principles, methods, and techniques used in network administration and engineering plus advanced knowledge of and ability to use relevant hardware, software and other equipment is required.

**Education Requirements:** Bachelor’s degree from an accredited college/university in Computer Science or related technical field.

**Minimum Experience:** 8 years’ related network design/administration experience.
**Senior Network Administrator**

**Functional Responsibility:** Analyzes local and wide area network systems, including planning, designing, evaluating, selecting, and upgrading operating systems and protocol suites and configuring communication media with concentrators, bridges, and other devices; resolves interoperability problems to obtain operations across all platforms including email, file transfer, multimedia, teleconferencing, and the like; configures systems to user requirements; supports the acquisition of hardware and software as well as subcontractor services as needed; performs various tests and documents results; administers and maintains local and wide area networks; provides technical support and troubleshooting to users; plans network layout design; may administer network security; may perform database administration; may supervise and direct the work of lower level personnel; may serve as technical team or task lead. Also must have advanced knowledge of the principles, methods, and techniques used in network administration and engineering plus advanced knowledge of and ability to use relevant hardware, software and other equipment is required.

**Education Requirements:** Bachelor’s degree from an accredited college/university in Computer Science or related technical field.

**Minimum Experience:** 8 years’ related network design/administration experience.

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**Analyst**

**Functional Responsibility:** Serves as an IT business analyst and conducts systems analysis within the Customer’s time frame/cost parameters. Participates identifying problems and/or potential problems and in the planning, organizing, and performance of work for one or more technical subtasks within the relevant IT subject matter domain of the project. Under the technical guidance and expertise of project management staff, contributes to the performance of technical project activities and the preparation of IT work products. Ensures that all system products meet quality standards. Works as part of the project team; technical and managerial guidance is provided; normally works as a member of a team effort.

**Education Requirements:** Bachelor’s degree from an accredited college/university in Computer Science or related technical field.

**Minimum Experience:** 1 year of business experience with experience demonstrating the ability in analyzing business/financial/IT systems with a view towards identifying problems and developing potential solutions.
**Experience & Degree Substitution Equivalencies**

Due to the availability or limitation of education, occasionally substitution of experience as referenced below for a professional labor type with additional years of experience will be provided per the approval of the federal agency acquiring the service.

<table>
<thead>
<tr>
<th>Equivalent Degree</th>
<th>Experience</th>
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<tbody>
<tr>
<td>Associate’s</td>
<td>2 years relevant experience</td>
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<tr>
<td>Bachelor’s</td>
<td>Associate’s degree + 2 years relevant experience or 4 years relevant experience</td>
</tr>
<tr>
<td>Master’s</td>
<td>Bachelor’s plus 2 years relevant experience or Associate’s degree + 4 years relevant experience or 6 years relevant experience</td>
</tr>
<tr>
<td>PhD</td>
<td>Master’s + 2 years relevant experience, or Bachelor’s + 4 years relevant experience, Associate’s +6 years relevant experience, or 8 years relevant experience</td>
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