

**GENERAL SERVICES ADMINISTRATION
FEDERAL SUPPLY 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 are available through GSA Advantage! ®, a menu-driven database system. The INTERNET address GSA Advantage® is: GSAAAdvantage.gov.



Schedule For: Multiple Award Schedule (MAS)

Federal Supply Group: MAS

Contract Number: 47QSMA18D08PU

For more information on ordering from Federal Supply Schedules click on the FSS Schedules button at fss.gsa.gov

Contract Period: APRIL 24, 2018 THROUGH APRIL 23, 2023

Contractor:	Armedia, LLC. 8221 Old Courthouse Road Suite 300 Vienna, VA 22182
Phone:	(571) 395-4800
Website:	http://www.armedia.com
E-mail:	jbailey@armedia.com
Contract Administration:	James Bailey
Business Size:	Small

Pricelist current as of Modification #PA-0003, effective August 31, 2020

CUSTOMER INFORMATION:

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

SIN	Recovery	SIN Description
518210ERM	51820ERM-RC	Electronics Records Management Solutions
OLM	OLM-RC	Order Level Materials

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. ARKCASE-USR-5000 \$23.74

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. N/A

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

3. Minimum Order: \$100.00

4. Geographic Coverage (delivery Area): Domestic only

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: Prices below represent the discount offered to GSA and include the Industrial Funding Fee (IFF).

7. Quantity Discounts: None

8. Prompt payment terms: Net 30 days, No prompt payment discount. Information for Ordering Offices: Prompt payment terms cannot be negotiated out of the contractual agreement in exchange for other concessions."

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: will accept

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

11a. Time of Delivery (Contractor insert number of days): 30 days ARO.

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:** Yes – Ordering agencies must 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.:** Standard Commercial
- 16. Export Packing Charges (if applicable):** N/A
- 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).** N/A
- 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/.
- 25. Data Universal Numbering System (DUNS) number:** 133097183
- 26. Notification regarding registration in System for Award Management (SAM) database.** Registered

Product Pricing

SIN	MANUFACTURER NAME	MFR PART NO	PRODUCT NAME	UOI	GSA PRICE (inclusive of the .75% IFF)	COO
518210ERM	ARKCASE	ARKCASE-SIN-01	ARKCASE SINGLE CPU	ea	\$37,405.54	USA
518210ERM	ARKCASE	ARKCASE-DBL-01	ARKCASE DUAL-CPU BUNDLE	ea	\$56,108.31	USA
518210ERM	ARKCASE	ARKCASE-IND-01	ARKCASE INDEX SERVER	ea	\$8,992.44	USA
518210ERM	ARKCASE	ARKCASE-SVR-01	ARKCASE ADDITIONAL CPU	ea	\$26,977.33	USA
518210ERM	ARKCASE	ARKCASE-RPT-01	ARKCASE ADVANCED REPORTING	ea	\$17,984.89	USA
518210ERM	ARKCASE	ARKCASE-ANT-01	ARKCASE ANNOTATION AND REDACTION	ea	\$17,984.89	USA
518210ERM	ARKCASE	ARKCASE-USR-50	ARKCASE SAAS 50	ea	\$47.48	USA
518210ERM	ARKCASE	ARKCASE-USR-100	ARKCASE SAAS 100	ea	\$37.98	USA
518210ERM	ARKCASE	ARKCASE-USR-300	ARKCASE SAAS 300	ea	\$33.24	USA
518210ERM	ARKCASE	ARKCASE-USR-1000	ARKCASE SAAS 1000	ea	\$28.49	USA
518210ERM	ARKCASE	ARKCASE-USR-5000	ARKCASE SAAS 5000	ea	\$23.74	USA

SIN	LABOR CATEGORY TITLE	GSA Price (including IFF)
518210ERM	Application Developer I	\$82.51
518210ERM	Application Developer II	\$97.08
518210ERM	Application Developer III	\$114.42
518210ERM	Architect I	\$121.35
518210ERM	Architect II	\$160.16
518210ERM	Architect III	\$180.74
518210ERM	Business Analyst I	\$96.55
518210ERM	Business Analyst II	\$141.05
518210ERM	Business Analyst III	\$181.04
518210ERM	Consultant I	\$166.44
518210ERM	Consultant II	\$182.47
518210ERM	Consultant III	\$209.95
518210ERM	Data Administrator I	\$97.45
518210ERM	Data Architect II	\$174.74
518210ERM	Database Administrator II	\$145.61
518210ERM	Developer I	\$101.93
518210ERM	Developer II	\$131.05
518210ERM	Developer III	\$160.16
518210ERM	Document Imaging Tech I	\$32.53
518210ERM	Document Imaging Tech II	\$40.24
518210ERM	Document Imaging Tech III	\$48.42
518210ERM	ECM Project Manager I	\$121.35
518210ERM	ECM Project Manager II	\$156.29
518210ERM	ECM Project Manager III	\$194.14
518210ERM	Information Architect II	\$140.81
518210ERM	Project Manager I	\$100.75
518210ERM	Project Manager II	\$151.13
518210ERM	Project Manager III	\$178.92
518210ERM	Network Engineer II	\$134.99
518210ERM	Systems Administrator II	\$117.81
518210ERM	Systems Administrator III	\$134.99
518210ERM	Systems Analyst I	\$75.56
518210ERM	Systems Analyst II	\$100.75
518210ERM	Systems Architect II	\$147.61
518210ERM	Systems Architect III	\$166.57
518210ERM	Systems Engineer I	\$106.79
518210ERM	Technical Lead	\$147.60
518210ERM	Technical Writer II	\$73.55
518210ERM	Tester II	\$78.15

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

Labor Category Descriptions

Application Developer I

Functional Responsibilities: Creates technical solutions by designing, implementing, testing, deploying, and maintaining software applications. Core duties include defining solution objectives by analyzing user requirements, mapping the requirements to design options, evaluating the options and recommending a solution based on the customer priorities, and implementing the agreed upon solution. Applies basic knowledge of programming techniques and best practices around developing custom code. Develops program specifications for writing and testing applications. Develops test data, performs thorough testing and corrections to ensure compliance with requirements. Documents applications according to Government standards and procedures.

Minimum Experience: An understanding of development processes, scope and requirements processes. Experience with designing technical solutions in various business processes.

Minimum Education: BS degree in Computer science, Information science or related scientific field. Waiver for degree can be allowed with five years experience in this field.

Application Developer II

Functional Responsibilities: Creates technical solutions by designing, implementing, testing, deploying, and maintaining software applications. Core duties include defining solution objectives by analyzing user requirements, mapping the requirements to design options, evaluating the options and recommending a solution based on the customer priorities, and implementing the agreed upon solution. Applies basic knowledge of programming techniques and best practices around developing custom code. Develops program specifications for writing and testing applications. Oversees development of test data, performs thorough testing and corrections to ensure compliance with requirements. Documents applications according to Government standards and procedures.

Minimum Experience: A minimum of two years experience as a developer. Solid understanding of infrastructure, development processes, scope and requirements processes. Experience with designing technical solutions in various business processes.

Minimum Education: BS degree in Computer science, Information science or related scientific field.
Waiver for degree can be allowed with five years experience in this field.

Application Developer III

Functional Responsibilities: A minimum of one year experience as a Developer II. Extensive experience in J2EE, .NET or related technologies and development environments. Excellent understanding of software development lifecycle. Extensive experience in system analysis, requirements gathering, design and development of custom programs. Experience includes a broad range of assignments in technical tasks directly related to ECM.

Minimum Experience: A minimum of five years experience as a developer. Solid understanding of infrastructure, development processes, scope and requirements processes. Experience with designing technical solutions in various business processes.

Minimum Education: BS degree in Computer science, Information science or related scientific field.
Waiver for degree can be allowed with five years experience in this field.

Architect I

Functional Responsibilities: Main point of contact for technical customer inquiries. Responsible for developing technical justifications, guidelines and controls. Applies knowledge of computer concepts and techniques to develop and implement automated software solutions. Leads in implementation, design and development of software applications. Has overall responsible for software design. Reviews and manages system design to ensure it covers system requirements and/or system requirements are updated. Reviews and manages system implementation to ensure it covers system design and/or system requirements and designs are updated. Responsible for technical roadmaps and system infrastructure including infrastructure design, implementation, and maintenance as it related to development. Ability to perform system analysis and technology recommendations. Reviews team designs and implementation deliverables. Applies advanced knowledge of computer concepts, techniques to design, develop and implement automated solutions to include imaging, content/document management, engineering, and management problems.

Minimum Experience: A minimum of three years experience as a Senior Developer. Solid understanding of infrastructure, development processes, scope and requirements processes. Experience with designing technical solutions in various business processes. A minimum of one year experience designing information and web-based solutions.

Minimum Education: BS degree in Computer science, Information science or related scientific field.
Waiver for degree can be allowed with five years experience in this field.

Architect II

Functional Responsibility: Main point of contact for technical customer inquiries. Responsible for developing project plans, justifications, guidelines and controls. Applies knowledge of computer concepts and techniques to develop and implement automated solutions to engineering, scientific, or

business data acquisition and management problems. Leads in implementation, design and development of software applications. Reviews and manages system design to ensure it covers system requirements and/or system requirements are updated. Reviews and manages system implementation to ensure it covers system design and/or system requirements and designs are updated. Responsible for technical roadmaps and system infrastructure including infrastructure design, implementation, and maintenance. Ability to perform system analysis and technology recommendations.

Reviews team designs and implementation deliverables. Applies advanced knowledge of computer concepts, techniques and product suite to design, develop and implement automated solutions to imaging, case management, content/document/records management, engineering, and management problems.

Minimum Experience: A minimum of three years experience as a Senior Developer. Excellent understanding of infrastructure, development processes, scope and requirements processes. Experience with designing technical solutions in various business processes. A minimum of one year experience designing information and web-based solutions.

Minimum Education: BS degree in Computer science, Information science or related scientific field. Waiver for degree can be allowed with five years experience in this field.

Architect III

Functional Responsibility: Includes all responsibilities of Architect. Also responsible for enterprise architecture planning, capacity planning, logical and physical architecture specifications, justifications guidelines, and controls. Develops alternative approaches to design, test, and evaluation techniques for solving automation problems. Ability to perform enterprise system analysis and technology recommendations.

Minimum Experience: A minimum of three years experience as an Architect. Excellent understanding of infrastructure, development processes, scope and requirements processes. Extensive experience with designing technical solutions in various business processes. A minimum of one year experience designing and implementing information and web-based solutions.

Minimum Education: BS degree in Computer science, Information science or related scientific field. Waiver for degree can be allowed with ten years experience in this field.

Minimum Experience: 1 Year

Business Analyst I

Functional Responsibilities: Gather and analyze requirements under the direction of project manager or Senior Business Analyst. Design and document requirements use cases and business processes in a consistent and uniformed manner. Ability to recommend new business processes, guide organizations to enterprise process change, and facilitate organizational change.

Minimum Education: Bachelor's Degree

Minimum Experience: 5 Years

Business Analyst II

Functional Responsibilities: Possesses all skills of Business Analyst I. Gather and analyze requirements. Works independently with little direction. Design and document requirements, use cases and business processes in a consistent and uniformed manner. Ability to recommend new business processes, guide organizations to enterprise process change, and facilitate organizational change.

Minimum Education: Bachelor's Degree

Business Analyst III

Functional Responsibility: Possesses all skills of Business Analyst II with ability to manage multiple business analysts and engagements. Ability to recommend new business processes, guide organizations to enterprise process change, and facilitate organizational change.

Minimum Experience: A minimum of five years analyzing business processes. A minimum of two years experience as a Business Analyst.

Minimum Education: BA/BS degree. Waiver for degree can be allowed with five years experience in this field.

Consultant I

Functional Responsibilities: Assists with applying business process improvement practices to bring efficiencies to complex business problems. Should apply as appropriate, activity data modeling, transaction flow analysis, and internal control and risk analysis, modern business methods and applies performance measurement techniques. Assist in establishing standards for information systems procedures. Develops and applies organization-wide information models for use in designing and building integrated systems. Helps identify best practices and creating and assessing performance measurements.

Minimum Experience: Eight years experience installing and deploying information management applications on various platforms to include Windows, Linux, UNIX-based.

Minimum Education: BA or BS degree in Computer science, Information science or related field. Waiver for degree can be allowed with five years experience in this field

Consultant II

Functional Responsibilities: Assists with applying business process improvement practices to bring efficiencies to complex business problems. Responsible for effective transitioning of existing project teams and the facilitation of project teams in the accomplishment of project activities and objectives.

Additional duties may include activity and data modeling, developing modern business methods, identifying best practices, and creating and assessing performance measurements. Provides group facilitation, interviewing, training, and provides additional forms of knowledge transfer. Key coordinator between multiple project teams to ensure enterprise-wide integration of reengineering efforts.

Minimum Experience: Twelve years experience installing and deploying information management applications on various platforms to include Windows, Linux, UNIX-based.

Minimum Education: BA or BS degree in Computer science, Information science or related field. Waiver for degree can be allowed with five years experience in this field.

Consultant III

Functional Responsibilities: Assists with applying business process improvement practices to bring efficiencies to complex business problems. Provides group facilitation, interviewing, training, and provides additional forms of knowledge transfer. Key coordinator between multiple project teams to ensure enterprise-wide integration of reengineering efforts. Should apply as appropriate, activity data modeling, transaction flow analysis, and internal control and risk analysis, modern business methods and applies performance measurement techniques. Assist in establishing standards for information systems procedures. Develops and applies organization-wide information models for use in designing and building integrated, shared software and database management systems. Constructs sound, logical business improvement opportunities consistent with corporate Information Management guiding principles, cost savings, and system architecture objectives. Senior level supervisors provide daily supervision and direction to staff.

Minimum Experience: Fifteen years experience installing and deploying information management applications on various platforms to include Windows, Linux, UNIX-based.

Minimum Education: BA or BS degree in Computer science, Information science or scientific field. Waiver for degree can be allowed with five years experience in this field

Data Administrator

Functional Responsibilities: Typical required to work as a team member under the supervision of senior personnel. Manages and maintains data models and repositories, ensuring consistency and conformance with established guidelines and agency policy. Advises on data element definition, data presentation and analysis and tools. Has experience in Data Administration discipline(s) and technologies described in an actual task order proposal.

Minimum Experience: One years experience installing and deploying information management applications on various platforms to include Windows, Linux, UNIX-based.

Minimum Education: BS degree in Computer science, Information science or related scientific field. Waiver for degree can be allowed with five years experience in this field.

Data Architect

Functional Responsibilities: The Data Architect designs databases to support the development of application solutions and is responsible for the design of the data used, updated, and produced by the application. The data architect uses data modeling to help generate application solutions. Provides competent leadership, and highly specialized and technical guidance, to complex data architectural challenges. Simultaneously plans, manages, and provides technical oversight for data architecture activities. Directs completion of tasks within estimated time frames and budget constraints. Schedules and assigns duties to subordinates, and formulates and enforces work standards. Coordinates with the Program Manager and Deputy Program Manager to ensure problem resolution and customer satisfaction. May serve as Task Order Manager for one or more task orders. Has extensive experience in project management and specific data architecture discipline(s) described in an actual task order proposal.

Minimum Experience: Ten years experience installing and deploying information management applications on various platforms to include Windows, Linux, UNIX-based.

Minimum Education: BS degree in Computer science, Information science or related scientific field. Waiver for degree can be allowed with five years experience in this field.

Data Administrator

Functional Responsibility: Administers platforms/software to ensure balanced activity and secure environment. Ability to deliver COTS software and deploy with database. Makes recommendations for optimizing system operations. Ability to perform network administration tasks, perform Operation System administration, install hardware and software solutions, and execute performance evaluations.

Minimum Experience: Five years experience installing and deploying information management applications on various platforms to include Windows, Linux, UNIX-based.

Minimum Education: BS degree in Computer science, Information science or related scientific field. Waiver for degree can be allowed with five years experience in this field.

Developer

Functional Responsibilities: Creates technical solutions by designing, implementing, testing, deploying, and maintaining software applications. Core duties include defining solution objectives by analyzing user requirements, mapping the requirements to design options, evaluating the options and recommending a solution based on the customer priorities, and implementing the agreed upon solution. Applies basic knowledge of programming techniques and best practices around developing custom code. Develops program specifications for writing and testing applications. Develops test data, performs thorough testing and corrections to ensure compliance with requirements. Documents applications according to Government standards and procedures.

Minimum Education: BS degree in Computer science, Information science or related field. Waiver for degree can be allowed with five years experience in this field

Developer II

Functional Responsibility: Creates technical solutions by designing, implementing, testing, deploying, and maintaining software applications. Core duties include defining solution objectives by analyzing user requirements, mapping the requirements to design options, evaluating the options and recommending a solution based on the customer priorities, and implementing the agreed upon solution. Applies basic knowledge of programming techniques and best practices around developing custom programs built on content management platforms. Develops program specifications for writing and testing applications. Develops test data, performs thorough testing and corrections to ensure compliance with requirements. Documents applications according to Government standards and procedures.

Minimum Experience: A minimum of three years experience as a Developer. Extensive experience in J2EE, .NET or related technologies and development environments. Knowledge in system analysis, design, and or maintenance. Excellent understanding of requirements gathering, design and development of custom applications. Excellent understanding of object-oriented design concepts.

Minimum Education: BS degree in Computer science, Information science or related field. Waiver for degree can be allowed with five years experience in this field.

Developer III

Functional Responsibility: Creates technical solutions by designing, implementing, testing, deploying, and maintaining software applications. Core duties include defining solution objectives by analyzing user requirements, mapping the requirements to design options, evaluating the options and recommending a solution based on the customer priorities, and implementing the agreed upon solution. Applies advanced knowledge and experience of programming techniques and best practices around developing custom applications built on content management platforms. Develops program specifications for writing and testing content management solutions. Documents applications according to Government standards and procedures. A Senior Developer will typically lead a team of Developers on a project, tracking the tasks, solving design and programming issues, and ensuring quality of process and deliverables.

Minimum Experience: A minimum of five year experience as a Developer. Extensive experience in JEE, .NET or related technologies and development environments. Excellent understanding of software development lifecycle. Extensive experience in system analysis, requirements gathering, design and development of custom programs. Experience includes a broad range of assignments in technical tasks directly related to information management.

Minimum Education: BS degree in Computer science, Information science or related field. Waiver for degree can be allowed with five years experience in this field.

Document Imaging Technician I

Functional Responsibilities: Basic understanding of the document imaging process. Ability to support all phases from document analysis, document preparation, scanning, quality assurance, reconstitution of documents and document destruction.

Minimum Experience: Basic understanding of the document imaging process. Very good attention to detail.

Minimum Education: High School degree or equivalent experience, 0 years experience required.

Document Imaging Technician II

Functional Responsibilities: Solid understanding of the document imaging process. Ability to support all phases from document analysis, document preparation, scanning, quality assurance, reconstitution of documents and document destruction. Has the ability to work independently and review peers work product.

Minimum Experience: Solid understanding of the document imaging process. Very good attention to detail. Minimum Education: High School degree or equivalent experience. 1 years experience required.

Document Imaging Technician III

Functional Responsibilities: Solid understanding of the document imaging process. Ability to support all phases from document analysis, document preparation, scanning, quality assurance, reconstitution of documents and document destruction. Has the ability to work independently and review peers work product. Ability to supervise the document imaging process and support the project management team with estimation and preparation of document imaging deliverables.

Minimum Experience: Solid understanding of the document imaging process. Very good attention to detail. Minimum Education: High School degree or equivalent experience. 1year experience required.

ECM Project Manager I

Functional Responsibilities: Duties including complete project development from inception to deployment with a demonstrated ability to provide guidance and direction in tasks of similar scope and complexity. A minimum of one year experience managing ECM projects through the full project lifecycle.

Minimum Experience: A minimum of two years experience as an Assistant Project Manager, including complete project development from inception to deployment with a demonstrated ability to provide guidance and direction in tasks of similar scope and complexity. A minimum of one year experience managing content management projects through the full project lifecycle.

Minimum Education: BA/BS in a recognized technical, engineering, scientific, managerial, business or other related discipline. Waiver for degree can be allowed with five years experience in this field.

ECM Project Manager II

Functional Responsibility: Includes all responsibilities of Project Manager, with specific knowledge of content management product suite. Ability to recommend specific content management solutions to meet customer requirements.

Minimum Experience: A minimum of two years experience as an Assistant Project Manager, including complete project development from inception to deployment with a demonstrated ability to provide guidance and direction in tasks of similar scope and complexity. A minimum of one year experience managing content management projects through the full project lifecycle.

Minimum Education: BA/BS in a recognized technical, engineering, scientific, managerial, business or other related discipline. Waiver for degree can be allowed with five years experience in this field.

ECM Project Manager III

Functional Responsibility: Includes all responsibilities of Senior Project Manager, with specific knowledge of content management product suite. Ability to recommend specific content management solutions and custom solutions to meet customer requirements.

Minimum Experience: A minimum of three years' experience as a Project Manager. A minimum of three years' experience performing Business Analyst tasks. A minimum of one year managing content management projects through the full project lifecycle.

Minimum Education: BA/BS in a recognized technical, engineering, scientific, managerial, business or other related discipline. Waiver for degree can be allowed with ten years experience in this field.

Minimum Experience: 10 Years

Information Architect II

Functional Responsibilities: Provides competent leadership, and highly specialized and technical guidance to complex information architecture challenges, including but not limited to, the evaluation of technologies, including knowledge management (including content management tools, automatic categorization and clustering tools, tools for creating and managing thesauri), web site maps, content maps, page schematics, construction processes, and accessibility. Provides expert advice on industry and information trends to customers in analyzing and planning their current and future IT needs. Provides expertise in applying the enterprise architecture for business or technical activities to a specific information system or information function, ensuring consistency and correctness of system information. Simultaneously plans, manages, and provides technical oversight for information architecture activities. Gathers customer's business requirements, translating those requirements into cost-effective information architectural strategies and frameworks; guides the implementation of these to deliver high quality results to meet or exceed customer expectations in a timely manner, with an emphasis on ease of navigation, simplicity of design for the customer as well as the development team.

May act as Chief Architect on a project team to lead and oversee implementation and project delivery. Directs completion of tasks within estimated time frames and budget constraints. Schedules and assigns duties to subordinates, and formulates and enforces work standards. Coordinates with the Program Manager and Deputy Program Manager to ensure problem resolution and customer satisfaction. May serve as Task Order Manager for one or more task orders. Has extensive experience in project management and specific information architecture discipline(s) described in an actual task order proposal.

Minimum Education: Bachelor's Degree

Minimum Experience: 5 Years

Network Engineer II

Functional Responsibilities:

Provides competent leadership, and highly specialized and technical guidance to Network Engineering challenges. Has advanced experience in the design, implementation, installation, configuration, and maintenance of network devices such as routers, hubs, and gateways to enable connectivity between servers, local and wide area networks, etc. Simultaneously plans, manages, and provides technical oversight for Network Engineering activities. Directs completion of tasks within estimated time frames and budget constraints. Schedules and assigns duties to subordinates, and formulates and enforces work standards. Coordinates with the Program Manager and Deputy Program Manager to ensure problem resolution and customer satisfaction. May serve as Task Order Manager for one or more task orders. Has extensive experience in project management and Network Engineering discipline(s) and technologies described in an actual task order proposal.

Minimum Education:

Bachelor's Degree

Project Manager I

Functional Responsibilities: Serves as the central point of contact for delivery orders and interfaces with the Contracting Officers Technical Representatives. Establishes and enforces procedures to assure that all tasks are performed in accordance with applicable standards, quality requirements, estimated costs, and schedules. Coordinates development, quality assurance, configuration management, documentation support, software maintenance, and daily supervision of subordinates. Prepares reports and delivers briefings on the status of task assignments to contract management personnel and technical points of contact. Reviews work of subordinates, resolves discrepancies, prioritizes work, and accommodates changes.

Minimum Experience: Experience including complete project development from inception to deployment with a demonstrated ability to provide guidance and direction in tasks of similar scope and complexity.

Minimum Education: Bachelors Degree in a recognized technical, engineering, scientific, managerial, business, or other related discipline, 2 years experience.

Project Manager II

Functional Responsibilities: Serves as the contract manager and administrator over the entire contract effort. Acts as the primary interface and point of contact with Government project authorities and representatives on technical and contract administration issues. Supervises project operations by developing management procedures, planning and directing project execution, monitoring and reporting progress. Manages and controls financial and administrative aspects of the project with respect to contract requirements, enforces work standards, and assigns schedules.

Minimum Experience: Five years experience including complete project development from inception to deployment with a demonstrated ability to provide guidance and direction in tasks of similar scope and complexity.

Minimum Education: Bachelors Degree in a recognized technical, engineering, scientific, managerial, business, or other related discipline.

Project Manager III

Functional Responsibilities:

Serves as the contract manager and administrator over the entire contract effort. Acts as the primary interface and point of contact with Government project authorities and representatives on technical and contract administration issues. Supervises project operations by developing management procedures, planning and directing project execution, monitoring and reporting progress. Manages and controls financial and administrative aspects of the project with respect to contract requirements, enforces work standards, and assigns schedules.

Minimum Experience: Ten years experience including complete project development from inception to deployment with a demonstrated ability to provide guidance and direction in tasks of similar scope and complexity.

Minimum Education: Bachelors Degree in a recognized technical, engineering, scientific, managerial, business, or other related discipline.

Systems Administrator II

Functional Responsibility: Administers platforms/software to ensure balanced activity and secure environment. Makes recommendations for optimizing system operations. Ability to perform network administration tasks, perform Operation System administration, install hardware and software solutions, and execute performance evaluations.

Minimum Experience: Two years experience installing and deploying software applications on Windows and/or UNIX-based platforms, network administration, Operating System administration, software configurations, and/or performance evaluations.

Minimum Education: BS degree in Computer science, Information science or related scientific field. Waiver for degree can be allowed with five years experience in this field.

Systems Administrator III

Functional Responsibilities: Administers platforms/software to ensure balanced activity and secure environment. Makes recommendations for optimizing system operations. Ability to perform network administration tasks, perform Operation System administration, install hardware and software solutions, and execute performance evaluations.

Minimum Experience: Five years experience installing and deploying software applications on Windows and/or UNIX-based platforms, network administration, Operating System administration, software configurations, and/or performance evaluations.

Minimum Education: BS degree in Computer science, Information science or related scientific field. Waiver for degree can be allowed with five years experience in this field.

Systems Analyst I

Functional Responsibilities: Applies knowledge of computer science principles, automated data processing functions, and software languages to develop solutions to user requirements. Provides direction on complex application problems involving all phases of system analysis to provide resolution. Assists users, functional and technical activity personnel in the application, definition, and design. Oversees and performs the gathering, analysis, and synthesis of information for system definition. Supports the development of test plans, test descriptions, and test procedures and reviews results to ensure compliance with specifications. Develops and maintains user support documentation. Analyzes software maintenance requirements including trouble report and change proposal analysis. Proposes economical and efficient solutions as part of developing ADP solutions to user requirements. Acts as team leader, providing guidance to junior level staff.

Minimum Experience: Four years experience in ADP systems analysis, design, and or maintenance. Experience shall include a broad band range of assignments in technical tasks directly related to contracts in the studies and analysis area of responsibility.

Minimum Education: Bachelors Degree in computer science, information systems management, mathematics, engineering or related field.

Systems Analyst II

Functional Responsibilities: Applies knowledge of computer concepts and techniques to develop and implement automated solutions to engineering, scientific, or business data acquisition and management

problems. Uses scientific and engineering logic to independently identify conceptual or theoretical solutions to problems of computer hardware or software design and operation.

Develops alternative approaches to design, test, and evaluation techniques for solving automation problems. Evaluates and recommends optimum solutions balancing specific project needs with economic constraints. Interfaces with and uses micro, mini, and mainframe computer systems in addressing project objectives. Formulates architectural design, functional specification, interfaces and documentation of computer systems considering system interrelationships, operating modes, and equipment configurations. Responsible for developing project plans, justifications, guidelines, and controls.

Minimum Experience: Six years experience in the functions described above.

Minimum Education: Bachelors Degree in computer science, information systems management, mathematics, engineering or related field.

Systems Architect II

Functional Responsibilities:

Applies knowledge of computer concepts and techniques to develop and implement automated solutions to engineering, scientific, or business data acquisition and management problems. Uses scientific and engineering logic to independently identify conceptual or theoretical solutions to problems of computer hardware or software design and operation. Develops alternative approaches to design, test, and evaluation techniques for solving automation problems. Evaluates and recommends optimum solutions balancing specific project needs with economic constraints. Interfaces with and uses micro, mini, and mainframe computer systems in addressing project objectives. Formulates architectural design, functional specification, interfaces and documentation of computer systems considering system interrelationships, operating modes, and equipment configurations. Responsible for developing project plans, justifications, guidelines, and controls.

Minimum Experience: Five years experience in the functions described above.

Minimum Education: Bachelors Degree in computer science, information systems management, mathematics, engineering or related field.

Systems Architect III

Functional Responsibilities: Applies knowledge of computer concepts and techniques to develop and implement automated solutions to engineering, scientific, or business data acquisition and management problems. Uses scientific and engineering logic to independently identify conceptual or theoretical solutions to problems of computer hardware or software design and operation. Develops alternative approaches to design, test, and evaluation techniques for solving automation problems. Evaluates and recommends optimum solutions balancing specific project needs with economic constraints. Interfaces with and uses micro, mini, and mainframe computer systems in addressing project objectives. Formulates architectural design, functional specification, interfaces and documentation of computer

systems considering system interrelationships, operating modes, and equipment configurations. Responsible for developing project plans, justifications, guidelines, and controls.

Minimum Experience: Eight years experience in the functions described above.

Minimum Education: Bachelors Degree in computer science, information systems management, mathematics, engineering or related field.

Systems Engineer

Functional Responsibilities: Applies knowledge of computer science principles, automated data processing functions, and software languages to develop solutions to user requirements. Takes direction on complex application problems. Assists users, functional and technical activity personnel in the application, definition, and design. Supports the development of test plans, test descriptions, and test procedures and reviews results to ensure compliance with specifications. Develops and maintains user support documentation. Analyzes software maintenance requirements including trouble report and change proposal analysis.

Minimum Experience: 1 Years Experience in the functions described above.

Minimum Education: Bachelors Degree in computer science, information systems management, mathematics, engineering or related field.

Technical Lead

Functional Responsibilities: Main point of contact for technical customer inquiries. Responsible for developing project plans, justifications, guidelines and controls. Applies knowledge of computer concepts and techniques to develop and implement automated solutions to engineering, scientific, or business data acquisition and management problems. Leads in implementation, design and development of software applications. Reviews and manages system design to ensure it covers system requirements and/or system requirements are updated. Reviews and manages system implementation to ensure it covers system design and/or system requirements and designs are updated. Responsible for technical roadmaps and system infrastructure including infrastructure design, implementation, and maintenance. Ability to perform system analysis and technology recommendations. Reviews team designs and implementation deliverables.

Minimum Experience: Eight years experience in the functions described above.

Minimum Education: Bachelors Degree in computer science, information systems management, mathematics, engineering or related field.

Technical Writer II

Functional Responsibilities: Explains in simple language technical ideas and concepts that are difficult for the average reader to understand. Writes technical materials, such as equipment software manual,

appendices, or operating and maintenance instructions. Write white papers, Requests for Proposals, Requests for Information, and authors online content. May assist in layout work Possess excellent research skills, mastery of written English grammar and syntax, and superior spelling skills. Must demonstrate the ability to write and edit different styles of documents (e.g., persuasive, instructional, informative, blogs, etc.).

Minimum Experience: Six years experience in the functions described above.

Minimum Education: Bachelors Degree.

Tester II

Functional Responsibilities:

Develops and implements a disciplined approach to testing software applications and software components. Understands software test phases, testing methodologies and techniques. Understands the Software Development Life Cycle and helps to ensure business requirements are correctly established in the test tool. Works with project leadership to secure a controlled test environment and test data. Develops, designs, and implements test scenarios or use cases. Creates and implements test plans and test scripts for functional, regression, acceptance, and stress testing. Logs defects and works with development team to resolve issues. Assists in implementation of Quality Assurance standards.

Minimum Experience: 1 Years Experience in the functions described above.

Minimum Education: Bachelors Degree.