



[www.brainstormlabs.net](http://www.brainstormlabs.net)

**AUTHORIZED  
MULTIPLE AWARD SCHEDULE PRICELIST  
GENERAL PURPOSE COMMERCIAL INFORMATION TECHNOLOGY  
EQUIPMENT, SOFTWARE AND SERVICES**

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!**, a menu-driven database system. The INTERNET address for **GSA Advantage!** is <http://www.gsaadvantage.gov>

**SCHEDULE TITLE:** General Purpose Commercial Information Technology Equipment, Software and Services

**CONTRACT NUMBER:** 47QSWA18D0086

**CONTRACT PERIOD:** August 21, 2018 – August 20, 2023

For more information on ordering from Federal Supply go to this website: [www.gsa.gov/schedules](http://www.gsa.gov/schedules)

**CONTRACTOR:** **Brainstorm Labs, Inc.**  
20833 W. 91<sup>st</sup> Terrace  
Lenexa, Kansas 66220  
Phone number: (913) 226-0221  
Fax number: 208-575-3850  
E-Mail: [info@brainstormlabs.net](mailto:info@brainstormlabs.net)

**CONTRACTOR'S ADMINISTRATION SOURCE:**

**Brainstorm Labs, Inc.**  
Attention: Steve Percy 20833 W. 91<sup>st</sup> Terrace  
Lenexa, Kansas 66220  
Phone number: 913-226-0221  
Fax number: 208-575-3850  
E-Mail: [steve@brainstormlabs.net](mailto:steve@brainstormlabs.net)

**BUSINESS SIZE:** Veteran Owned Small Business, SBA Certified Small Business

**CUSTOMER INFORMATION:**

**1a. TABLE OF AWARDED SPECIAL ITEM NUMBERS (SINs)**

<u>SIN</u>	<u>DESCRIPTION</u>
54151S	INFORMATION TECHNOLOGY PROFESSIONAL SERVICES
FPDS Code D301	IT Facility Operation and Maintenance
FPDS Code D302	IT Systems Development Services
FPDS Code D306	IT Systems Analysis Services
FPDS Code D307	Automated Information Systems Design and Integration Services
FPDS Code D308	Programming Services
FPDS Code D310	IT Backup and Security Services
FPDS Code D311	IT Data Conversion Services
FPDS Code D313	Computer Aided Design/Computer Aided Manufacturing (CAD/CAM) Services
FPDS Code D316	IT Network Management Services
FPDS Code D317	Creation/Retrieval of IT Related Automated News Services, Data Services, or Other Information Services
FPDS Code D399	Other Information Technology Services, Not Elsewhere Classified
OLM	Order-Level Materials (OLM's)

**1b. LOWEST PRICED MODEL NUMBER AND PRICE FOR EACH SIN:**

Not Applicable, Services Only

**1c. HOURLY RATES (Services only):**

<b>SIN(s) Proposed</b>	<b>LABOR CATEGORY</b>	<b>8/21/18 – 8/20/2023 GSA SITE</b>
54151S	Applications Systems Analyst/Programmer - Journeyman	\$ 66.23
54151S	Applications Systems Analyst/Programmer - Senior	\$ 85.60
54151S	Applications Systems Analyst/Programmer - Master	\$ 102.68
54151S	Business Process Consultant	\$ 95.35
54151S	Business Systems Analyst - Journeyman	\$ 80.56
54151S	Database Administrator - Senior	\$ 95.91
54151S	ERP Consultant	\$ 151.28
54151S	ERP Technical Developer	\$ 114.47
54151S	Network Engineer - Journeyman	\$ 100.50
54151S	Program Manager - Senior	\$ 124.57
54151S	Project Manager - Senior	\$ 90.95
54151S	Quality Assurance Specialist - Journeyman	\$ 70.02
54151S	Quality Assurance Specialist - Senior	\$ 85.22
54151S	Subject Matter Expert - Journeyman	\$ 127.10
54151S	Subject Matter Expert - Senior	\$ 147.27
54151S	Subject Matter Expert - Master	\$ 151.79
54151S	Systems Architect - Senior	\$ 114.86
54151S	Systems Architect - Master	\$ 186.64
54151S	Systems Engineer - Journeyman	\$ 71.94
54151S	Technical Lead - Senior	\$ 95.24
54151S	Technologist - Journeyman	\$ 105.43
54151S	Test Automation Engineer/Architect	\$ 115.26
54151S	Test Engineer - Journeyman	\$ 55.86
54151S	Test Engineer - Senior	\$ 68.86

**2. MAXIMUM ORDER\*: \$ 500,000**

NOTE TO ORDERING ACTIVITIES: \*If the best value selection places your order over the Maximum Order identified in this catalog/pricelist, you have an opportunity to obtain a better schedule contract price. Before placing your order, contact the aforementioned contractor for a better price. The contractor may (1) offer a new price for this requirement (2) offer the lowest price available under this contract or (3) decline the order. A delivery order that exceeds the maximum order may be placed under the schedule contract in accordance with FAR 8.404.

**3. MINIMUM ORDER: \$100**

**4. GEOGRAPHIC COVERAGE: Domestic delivery only.**

**5. POINT(S) OF PRODUCTION: N/A (Services Only)**

**6. DISCOUNT FROM LIST PRICES: GSA Net Prices are shown on the attached GSA Pricelist. Negotiated discount has been applied and the IFF has been added.**

**7. QUANTITY DISCOUNT(S): None**

**8. PROMPT PAYMENT TERMS: .25% (NET 10 days)**

**9.a Government Purchase Cards must be accepted at or below the micro-purchase threshold.**

**9.b Government Purchase Cards are accepted above the micro-purchase threshold. Contact contractor for limit.**

**10. FOREIGN ITEMS: None**

**11a. TIME OF DELIVERY: N/A (Services Only)**

**11b. EXPEDITED DELIVERY: N/A (Services Only)**

**11c. OVERNIGHT AND 2-DAY DELIVERY: N/A (Services Only)**

**11d. URGENT REQUIREMENTS: N/A (Services Only)**

**12. FOB POINT: Destination**

**13a. ORDERING ADDRESS: Same as contractor**

**13b. ORDERING PROCEDURES: Ordering activities shall use the ordering procedures described in Federal Acquisition Regulation 8.405-3 when placing an order or establishing a BPA for supplies or services. The ordering procedures, information on Blanket Purchase Agreements (BPA's) and a sample BPA can be found at the GSA/FSS Schedule Homepage ([fss.gsa.gov/schedules](https://fss.gsa.gov/schedules)).**

**14. PAYMENT ADDRESS: Same as contractor**

**15. WARRANTY PROVISION: N/A for services**

**16. EXPORT PACKING CHARGES: Not applicable**

**17. TERMS AND CONDITIONS OF GOVERNMENT PURCHASE CARD ACCEPTANCE: N/A**

**18. TERMS AND CONDITIONS OF RENTAL, MAINTENANCE, AND REPAIR (IF APPLICABLE): As applicable**

**19. TERMS AND CONDITIONS OF INSTALLATION (IF APPLICABLE): As applicable**

**20. TERMS AND CONDITIONS OF REPAIR PARTS INDICATING DATE OF PARTS PRICE LISTS AND ANY DISCOUNTS FROM LIST PRICES (IF AVAILABLE): N/A for services**

- 20a. **TERMS AND CONDITIONS FOR ANY OTHER SERVICES (IF APPLICABLE):** As applicable
- 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):** As applicable
- 24a. **SPECIAL ATTRIBUTES SUCH AS ENVIRONMENTAL ATTRIBUTES (e.g. recycled content, energy efficiency, and/or reduced pollutants):** As applicable
- 24b. **Section 508 Compliance for Electronic and Information Technology (EIT):** As applicable. The EIT standard can be found at: [www.Section508.gov/](http://www.Section508.gov/).
- 25. **DUNS NUMBER:** 006801347
- 26. **NOTIFICATION REGARDING REGISTRATION IN SYSTEM FOR AWARD MANAGEMENT (SAM) DATABASE:** Contractor has an Active Registration in the SAM database.

**TERMS AND CONDITIONS APPLICABLE TO INFORMATION TECHNOLOGY (IT)  
PROFESSIONAL SERVICES FOR SPECIAL ITEM NUMBER 54151S**

**1. SCOPE**

- a. The prices, terms and conditions stated under Special Item Number 54151S Information Technology Professional Services apply exclusively to IT Professional Services within the scope of this Information Technology Schedule.
- b. The Contractor shall provide services at the Contractor's facility and/or at the ordering activity location, as agreed to by the Contractor and the ordering activity.

**2. PERFORMANCE INCENTIVES I-FSS-60 Performance Incentives (April 2000)**

- a. Performance incentives may be agreed upon between the Contractor and the ordering activity on individual fixed price orders or Blanket Purchase Agreements under this contract.
- b. The ordering activity must establish a maximum performance incentive price for these services and/or total solutions on individual orders or Blanket Purchase Agreements.
- c. Incentives should be designed to relate results achieved by the contractor to specified targets. To the maximum extent practicable, ordering activities shall consider establishing incentives where performance is critical to the ordering activity's mission and incentives are likely to motivate the contractor. Incentives shall be based on objectively measurable tasks.

**3. ORDER**

- a. Agencies may use written orders, EDI orders, blanket purchase agreements, individual purchase orders, or task orders for ordering services under this contract. Blanket Purchase Agreements shall not extend beyond the end of the contract period; all services and delivery shall be made and the contract terms and conditions shall continue in effect until the completion of the order. Orders for tasks which extend beyond the fiscal year for which funds are available shall include FAR 52.232-19 (Deviation – May 2003) Availability of Funds for the Next Fiscal Year. The purchase order shall specify the availability of funds and the period for which funds are available.
- b. All task orders are subject to the terms and conditions of the contract. In the event of conflict between a task order and the contract, the contract will take precedence.

#### **4. PERFORMANCE OF SERVICES**

- a. The Contractor shall commence performance of services on the date agreed to by the Contractor and the ordering activity.
- b. The Contractor agrees to render services only during normal working hours, unless otherwise agreed to by the Contractor and the ordering activity.
- c. The ordering activity should include the criteria for satisfactory completion for each task in the Statement of Work or Delivery Order. Services shall be completed in a good and workmanlike manner.
- d. Any Contractor travel required in the performance of IT Services must comply with the Federal Travel Regulation or Joint Travel Regulations, as applicable, in effect on the date(s) the travel is performed. Established Federal Government per diem rates will apply to all Contractor travel. Contractors cannot use GSA city pair contracts.

#### **5. STOP-WORK ORDER (FAR 52.242-15) (AUG 1989)**

- a. The Contracting Officer may, at any time, by written order to the Contractor, require the Contractor to stop all, or any part, of the work called for by this contract for a period of 90 days after the order is delivered to the Contractor, and for any further period to which the parties may agree. The order shall be specifically identified as a stop-work order issued under this clause. Upon receipt of the order, the Contractor shall immediately comply with its terms and take all reasonable steps to minimize the incurrence of costs allocable to the work covered by the order during the period of work stoppage. Within a period of 90 days after a stop-work is delivered to the Contractor, or within any extension of that period to which the parties shall have agreed, the Contracting Officer shall either- (1) Cancel the stop-work order; or
  - (2) Terminate the work covered by the order as provided in the Default, or the Termination for Convenience of the Government, clause of this contract.
- b. If a stop-work order issued under this clause is canceled or the period of the order or any extension thereof expires, the Contractor shall resume work. The Contracting Officer shall make an equitable adjustment in the delivery schedule or contract price, or both, and the contract shall be modified, in writing, accordingly, if-
  - (1) The stop-work order results in an increase in the time required for, or in the Contractor's cost properly allocable to, the performance of any part of this contract; and
  - (2) The Contractor asserts its right to the adjustment within 30 days after the end of the period of work stoppage; provided, that, if the Contracting Officer decides the facts justify the action, the Contracting Officer may receive and act upon the claim submitted at any time before final payment under this contract.
- c. If a stop-work order is not canceled and the work covered by the order is terminated for the convenience of the Government, the Contracting Officer shall allow reasonable costs resulting from the stop-work order in arriving at the termination settlement.
- d. If a stop-work order is not canceled and the work covered by the order is terminated for default, the Contracting Officer shall allow, by equitable adjustment or otherwise, reasonable costs resulting from the stop-work order.

## **6. INSPECTION OF SERVICES**

In accordance with FAR 52.212-4 CONTRACT TERMS AND CONDITIONS--COMMERCIAL ITEMS (MAR 2009) (DEVIATION I - FEB 2007) for Firm-Fixed Price orders and FAR 52.212-4 CONTRACT TERMS AND CONDITIONS □ COMMERCIAL ITEMS (MAR 2009) (ALTERNATE I □ □ OCT 2008) (DEVIATION I – FEB 2007) applies to Time-and-Materials and Labor-Hour Contracts orders placed under this contract.

## **7. RESPONSIBILITIES OF THE CONTRACTOR**

The Contractor shall comply with all laws, ordinances, and regulations (Federal, State, City, or otherwise) covering work of this character. If the end product of a task order is software, then FAR 52.227-14 (Dec 2007) Rights in Data – General, may apply.

## **8. RESPONSIBILITIES OF THE ORDERING ACTIVITY**

Subject to security regulations, the ordering activity shall permit Contractor access to all facilities necessary to perform the requisite IT Professional Services.

## **9. INDEPENDENT CONTRACTOR**

All IT Professional Services performed by the Contractor under the terms of this contract shall be as an independent Contractor, and not as an agent or employee of the ordering activity.

## **10. ORGANIZATIONAL CONFLICTS OF INTEREST**

### **a. Definitions.**

“Contractor” means the person, firm, unincorporated association, joint venture, partnership, or corporation that is a party to this contract.

“Contractor and its affiliates” and “Contractor or its affiliates” refers to the Contractor, its chief executives, directors, officers, subsidiaries, affiliates, subcontractors at any tier, and consultants and any joint venture involving the Contractor, any entity into or with which the Contractor subsequently merges or affiliates, or any other successor or assignee of the Contractor.

An “Organizational conflict of interest” exists when the nature of the work to be performed under a proposed ordering activity contract, without some restriction on ordering activities by the Contractor and its affiliates, may either (i) result in an unfair competitive advantage to the Contractor or its affiliates or (ii) impair the Contractor’s or its affiliates’ objectivity in performing contract work.

b. To avoid an organizational or financial conflict of interest and to avoid prejudicing the best interests of the ordering activity, ordering activities may place restrictions on the Contractors, its affiliates, chief executives, directors, subsidiaries and subcontractors at any tier when placing orders against schedule contracts. Such restrictions shall be consistent with FAR 9.505 and shall be designed to avoid, neutralize, or mitigate organizational conflicts of interest that might otherwise exist in situations related to individual orders placed against the schedule contract. Examples of situations, which may require restrictions, are provided at FAR 9.508.

## **11. INVOICES**

The Contractor, upon completion of the work ordered, shall submit invoices for IT/IAM Professional services. Progress payments may be authorized by the ordering activity on individual orders if appropriate. Progress payments shall be based upon completion of defined milestones or interim products. Invoices shall be submitted monthly for recurring services performed during the preceding month.

## **12. PAYMENTS**

For firm-fixed price orders the ordering activity shall pay the Contractor, upon submission of proper invoices or vouchers, the prices stipulated in this contract for service rendered and accepted. Progress payments shall be made only when authorized by the order. For time-and-materials orders, the Payments under Time-and-Materials and Labor-Hour Contracts at FAR 52.212-4 (MAR 2009) (ALTERNATE I – OCT 2008) (DEVIATION I – FEB 2007) applies to time-and-materials orders placed under this contract. For labor-hour orders, the Payment under Time-and-Materials and Labor-Hour Contracts at FAR 52.212-4 (MAR 2009) (ALTERNATE I – OCT 2008) (DEVIATION I – FEB 2007) applies to labor-hour orders placed under this contract. 52.216-31(Feb 2007) Time-and Materials/Labor-Hour Proposal Requirements—Commercial Item Acquisition. As prescribed in 16.601(e)(3), insert the following provision:

- a. The Government contemplates award of a Time-and-Materials or Labor-Hour type of contract resulting from this solicitation.
- b. The offeror must specify fixed hourly rates in its offer that include wages, overhead, general and administrative expenses, and profit. The offeror must specify whether the fixed hourly rate for each labor category applies to labor performed by— (1) The offeror;  
(2) Subcontractors; and/or  
(3) Divisions, subsidiaries, or affiliates of the offeror under a common control.

## **13. RESUMES**

Resumes shall be provided to the GSA Contracting Officer or the user ordering activity upon request.

## **14. INCIDENTAL SUPPORT COSTS**

Incidental support costs are available outside the scope of this contract. The costs will be negotiated separately with the ordering activity in accordance with the guidelines set forth in the FAR.

## **15. APPROVAL OF SUBCONTRACTS**

The ordering activity may require that the Contractor receive, from the ordering activity's Contracting Officer, written consent before placing any subcontract for furnishing any of the work called for in a task order.

## **16. DESCRIPTION OF IT/IAM PROFESSIONAL SERVICES AND PRICING**

- a. The Contractor shall provide a description of each type of IT Service offered under Special Item Numbers 54151S IT Professional Services should be presented in the same manner as the Contractor sells to its commercial and other ordering activity customers. If the Contractor is proposing hourly rates, a description of all corresponding commercial job titles (labor categories) for those individuals who will perform the service should be provided.
- b. Pricing for all IT Professional Services shall be in accordance with the Contractor's customary commercial practices; e.g., hourly rates, monthly rates, term rates, and/or fixed prices, minimum general experience and minimum education.
- c. The following is an example of the manner in which the description of a commercial job title should be presented:

## LABOR CATEGORY DESCRIPTIONS

### **Commercial Job Title: Applications Systems Analyst/Programmer - Journeyman**

**Minimum/General Experience:** Has a minimum of 3 years of experience which applies to formulating/defining system scope and objectives, devices or modifies procedures to solve problems considering computer equipment capacity and limitations, operating time, and form of desired results. Prepares detailed specifications from which programs will be written and designs, codes, tests, debugs, and documents those programs.

**Functional Responsibility:** Analysis, design, development, testing, debugging and documentation of programs and applications.

**Minimum Education:** B.A. or B.S. degree in engineering, computer science, or related field of study.

### **Commercial Job Title: Applications Systems Analyst/Programmer – Senior**

**Minimum/General Experience:** Has a minimum of 5 years of experience which applies to formulating/defining system scope and objectives, devices or modifies procedures to solve complex problems considering computer equipment capacity and limitations, operating time, and form of desired results. Prepares detailed specifications from which programs will be written and designs, codes, tests, debugs, and documents those programs.

**Functional Responsibility:** Analysis, design, development, testing, debugging and documentation of programs and applications

**Minimum Education:** B.A. or B.S. degree in engineering, computer science, or related field of study.

### **Commercial Job Title: Applications Systems Analyst/Programmer – Master**

**Minimum/General Experience:** Has a minimum of 7 years of experience which applies to formulating/defining system scope and objectives, devices or modifies procedures to solve complex problems considering computer equipment capacity and limitations, operating time, and form of desired results. Prepares detailed specifications from which programs will be written and designs, codes, tests, debugs, and documents those programs.

**Functional Responsibilities:** Analysis, design, development, testing, debugging and documentation of programs and applications.

**Minimum Education:** B.A. or B.S. degree in engineering, computer science, or related field of study.

### **Commercial Job Title: Business Process Consultant**

**Minimum/General Experience:** Has minimum of 7 years of experience which applies to analysis and engineering of business processes, with an understanding of technical problems and solutions as they relate to the current and future business environment.

**Functional Responsibility:** Creates process change by developing/enhancing business processes and integrating new processes with existing ones and communicating these changes to impacted Business Systems teams. Recommends and facilitates quality improvement efforts.

**Minimum Education:** B.A. or B.S. degree in engineering, computer science, or related field of study.

**Commercial Job Title: Business Systems Analyst - Journeyman**

**Minimum/General Experience:** Has a minimum of 4 years of experience which applies to reviewing, analyzing, evaluating and documenting business systems and user needs. Formulates system requirements to parallel overall business strategies.

**Functional Responsibility:** Writes detailed description of user needs, program functions, and steps required to develop or modify computer programs/systems. Provides consultation on complex projects and is considered to be the top-level contributor/specialist.

**Minimum Education:** B.A. or B.S. degree in engineering, computer science, or related field of study.

**Commercial Job Title: Database Administrator - Senior**

**Minimum/General Experience:** Has a minimum of 6 years of experience which applies to installs of database server software, designing, configuring and optimizing databases, monitoring and maintaining database system health and security.

**Functional Responsibility:** Creates databases and management procedures, evaluates data analysis models and procedures, designs backup processes for server and associated data, creates accounts for all users and assigns security levels, establishes disaster recovery protocol, provides end-to-end technical database support and problem resolution, schedules and performs regular database maintenance.

**Minimum Education:** B.A. or B.S. degree in engineering, computer science, or related field of study.

**Commercial Job Title: ERP Consultant**

**Minimum/General Experience:** Has a minimum of 7 years of experience which applies to performing evaluations and implementation tasks for Enterprise Resource Planning (ERP) and ERP-related software products.

**Functional Responsibility:** Uses broad industry experience including industry best practices, and extensive product knowledge specifically in the evaluation and implementation of Enterprise Resource Planning (ERP) software products. Adapts project methodology as needed.

**Minimum Education:** B.A. or B.S. degree in engineering, computer science, or related field of study.

### **Commercial Job Title: ERP Technical Developer**

**Minimum/General Experience:** Has a minimum of 6 years of experience which applies to reviewing, analyzing, and modifying the programming systems including coding, testing, and debugging in support of an organization's Enterprise Resource Planning (ERP) applications.

**Functional Responsibility:** Ensures that software can be completely integrated into the ERP system. Designs and develops application tables, reports, and new modules to improve system efficiency. Coordinates software integration and maintains applications as well as technical documentation. Works with ERP client/server enterprise applications.

**Minimum Education:** B.A. or B.S. degree in engineering, computer science, or related field of study.

### **Commercial Job Title: Network Engineer – Journeyman**

**Minimum/General Experience:** Has a minimum of 4 years of experience which applies to establishing networking environments by designing systems, network configuration, directing system installation, defining, documenting, and enforcing system standards.

**Functional Responsibility:** Designs, builds and maximizes network performance by monitoring performance; troubleshooting network problems and outages; scheduling upgrades; collaborating with network architects on network optimization. Secures network system by establishing and enforcing policies; defining and monitoring access. Accomplishes information systems and organizational mission by completing related results as needed. Reports network operational status by gathering, prioritizing information and managing projects.

**Minimum Education:** B.A. or B.S. degree in engineering, computer science, or related field of study.

### **Commercial Job Title: Program Manager – Senior**

**Minimum/General Experience:** Has a minimum of 7 years of experience which applies to strategizing and outlining goals and objectives of programs/projects, assigns project managers and team members to projects, tracks project progress, estimates and implements program budgets.

**Functional Responsibility:** Sets program controls/ governance/ standards, monitor multiple projects through the entire program cycle, manage the day-to-day detailed aspects of multiple projects including Project Managers, sets timelines for goals/due dates, coordinates and utilizes resources for multiple projects in the program, manage and submit program documentation, communicate with project managers to address potential risks, solves problems and issues, tracks program progress, communicates program objectives, goals, and progress to program directors, executives, upper management, and stakeholders.

**Minimum Education:** B.A. or B.S. degree in engineering, computer science, or related field of study.

### **Commercial Job Title: Project Manager - Senior**

**Minimum/General Experience:** Has a minimum of 5 years of experience which applies to Project Management, assigning resources to perform work, preparing comprehensive work plans, tracking project budgets and minimizing project risks.

**Functional Responsibility:** Ensures that projects are being completed effectively on time and on budget, coordinate changes and be willing to adapt if necessary, keep teams committed, motivated, and productive through the duration of the project. Regularly report project status to stakeholders and demonstrate to management that the project has achieved its objectives.

**Minimum Education:** B.A. or B.S. degree in engineering, computer science, or related field of study.

### **Commercial Job Title: Quality Assurance Specialist – Journeyman**

**Minimum/General Experience:** Has a minimum of 3 years of experience which applies to Quality Assurance and Testing. Follows quality assurance policies and procedures, interprets and implements quality assurance standards, and oversees testing on applications to ensure they are performing as intended.

**Functional Responsibility:** Evaluates adequacy of quality assurance standards, devises sampling procedures and directions for recording and reporting quality data, reviews the implementation and efficiency of quality and inspection systems, plans, conducts and monitors testing and inspection of materials and products to ensure finished product quality, documents internal audits and other quality assurance activities.

**Minimum Education:** B.A. or B.S. degree in engineering, computer science, or related field of study.

### **Commercial Job Title: Quality Assurance Specialist – Senior**

**Minimum/General Experience:** Has a minimum of 7 years of experience which applies to Quality Assurance and Testing. Drafts quality assurance policies and procedures, interprets and implements quality assurance standards, and oversees testing on applications to ensure they are performing as intended.

**Functional Responsibility:** Evaluates and develops quality assurance standards, devises sampling procedures and directions for recording and reporting quality data, reviews the implementation and efficiency of quality and inspection systems, plans, conducts and monitors testing and inspection of materials and products to ensure finished product quality, documents internal audits and other quality assurance activities.

**Minimum Education:** B.A. or B.S. degree in engineering, computer science, or related field of study.

### **Commercial Job Title: Subject Matter Expert – Journeyman**

**Minimum/General Experience:** Has a minimum of 3 years of experience. The subject matter expert understands, articulates and implements best practices related to their area of expertise. Depending on the work environment, the subject matter expert may lead or be an active participant of a work-group with the need for specialized knowledge.

**Functional Responsibility:** The subject matter expert provides guidance on how their area of capability can resolve an organizational need and actively participates in all phases of the software development life cycle.

**Minimum Education:** B.A. or B.S. degree in engineering, computer science, or related field of study.

**Commercial Job Title: Subject Matter Expert – Senior**

**Minimum/General Experience:** Has a minimum of 7 years of experience. The subject matter expert understands, articulates and implements best practices related to their area of expertise. Depending on the work environment, the subject matter expert may lead or be an active participant of a work-group with the need for specialized knowledge.

**Functional Responsibility:** The subject matter expert provides guidance on how their area of capability can resolve an organizational need and actively participates in all phases of the software development life cycle.

**Minimum Education:** B.A. or B.S. degree in engineering, computer science, or related field of study.

**Commercial Job Title: Subject Matter Expert – Master**

**Minimum/General Experience:** Has a minimum of 9 years of experience. The subject matter expert understands, articulates and implements best practices related to their area of expertise. Depending on the work environment, the subject matter expert may lead or be an active participant of a work-group with the need for specialized knowledge.

**Functional Responsibility:** The subject matter expert provides guidance on how their area of capability can resolve an organizational need and actively participates in all phases of the software development life cycle.

**Minimum Education:** B.A. or B.S. degree in engineering, computer science, or related field of study.

**Commercial Job Title: Systems Architect – Senior**

**Minimum/General Experience:** Has a minimum of 5 years of experience with applies to the responsibilities for architectural design, development, and deployment of the enterprise's overall systems. Researches, identifies, selects, and tests technology products required for solution delivery. Establishes, implements, and documents the technology integration or migration strategies.

**Functional Responsibility:** Works on advanced, complex technical projects or business issues requiring state of the art technical or industry knowledge. Defines system solutions based on user/client needs, cost, and required integration with existing applications, systems, or platforms. May provide a leadership role for the work group through knowledge in their area of specialization.

**Minimum Education:** B.A. or B.S. degree in engineering, computer science, or related field of study.

### **Commercial Job Title: Systems Architect – Master**

**Minimum/General Experience:** Has a minimum of 7 years of experience with applies to the responsibilities for architectural design, development, and deployment of the enterprise's overall systems. Researches, identifies, selects, and tests technology products required for solution delivery. Establishes, implements, and documents the technology integration or migration strategies.

**Functional Responsibility:** Works on advanced, complex technical projects or business issues requiring state of the art technical or industry knowledge. Defines system solutions based on user/client needs, cost, and required integration with existing applications, systems, or platforms. May provide a leadership role for the work group through knowledge in their area of specialization.

**Minimum Education:** B.A. or B.S. degree in engineering, computer science, or related field of study.

### **Commercial Job Title: Systems Engineer – Journeyman**

**Minimum/General Experience:** Has a minimum of 3 years of experience which applies to designing, managing and monitoring systems and infrastructure. Designs, installs, configures, tests and maintains infrastructure, operating systems, application software and system management tools.

**Functional Responsibility:** Proactively ensures the highest levels of systems and infrastructure availability. Designs, monitors and tests application performance for potential bottlenecks, identifies possible solutions, and works with developers to implement those fixes. Maintains security, backups, and redundancy strategies. Writes and maintains custom scripts to increase system efficiency and lowers the human intervention time on any tasks. Participates in the design of information and operational support systems. Provides 2nd and 3rd level support. Liaisons with vendors and other IT personnel for problem resolution.

**Minimum Education:** B.A. or B.S. degree in engineering, computer science, or related field of study.

### **Commercial Job Title: Technical Lead – Senior**

**Minimum/General Experience:** Has a minimum of 7 years of experience defining and coordinating the technical tasks for the development of software and/or interfaces. Responsible for managing team outputs and assists in budgeting for internal hardware/software. Creates/manages architecture diagrams/plans. Works with vendors and serves as the interface between the developers and the project manager.

**Functional Responsibility:** Acts as a mentor for developers. Has strong technical skills and often develops the architecturally significant components of the software system and/or interfaces. Tracks the status of the developer's work and detects slippage to ensure timely completion of project tasks. Communicates technical issues/decisions effectively to PM and Sponsor by using business terms.

**Minimum Education:** B.A. or B.S. degree in engineering, computer science, or related field of study.

### **Commercial Job Title: Technologist – Journeyman**

**Minimum/General Experience:** Has a minimum of 3 years of experience defining and coordinating the technical tasks for the development of software and/or interfaces. Assists in budgeting for internal hardware/software. Creates/manages architecture diagrams/plans. Works with vendors.

**Functional Responsibility:** Serves as the interface between the developers and the project manager. Acts as a mentor for the developers on the team. Has strong technical skills and reviews and/or suggests changes to the architecturally significant components of the software system and/or interfaces. Tracks the status of the developer's work and detect slippage. Communicates technical issues/decisions effectively to PM and Sponsor by using business terms.

**Minimum Education:** B.A. or B.S. degree in engineering, computer science, or related field of study.

### **Commercial Job Title: Test Automation Engineer/Architect**

**Minimum/General Experience:** Has a minimum of 7 years of experience which applies to using industry best practices to define, design and implement automated test solutions and features for hardware or software related systems.

**Functional Responsibility:** The Test Automation Engineer/Architect is an expert in one or more software languages used in developing automated tests and is an expert with industry standard testing tools and devices. Will perform test execution or hand off execution of tests to other engineers. Strong planning and documenting of test cases and use of industry standard documentation software.

**Minimum Education:** B.A. or B.S. degree in engineering, computer science, or related field of study.

### **Commercial Job Title: Test Engineer – Journeyman**

**Minimum/General Experience:** Has a minimum of 3 years of experience which applies to interacting with other engineering groups to define, document, analyze, perform, and interpret tests for products, systems, components, or modifications. Identifies functional problems and suggests resolutions.

**Functional Responsibility:** Assists in the definition of internal quality control standards and the maintenance of reliability programs. Documents and analyzes test cases and provides regular progress reports. Ensures testing procedures are in compliance with required industry specific standards. Works on projects/tasks of limited complexity.

**Minimum Education:** B.A. or B.S. degree in engineering, computer science, or related field of study.

### **Commercial Job Title: Test Engineer - Senior**

**Minimum/General Experience:** Has a minimum of 5 years of experience which applies to interacting with other engineering groups to define, document, analyze, perform, and interpret tests for products, systems, components, or modifications. Identifies functional problems and suggests resolutions.

**Functional Responsibility:** Assists in the definition of internal quality control standards and the maintenance of reliability programs. Documents and analyzes test cases and provides regular progress reports. Ensures testing procedures are in compliance with required industry specific standards. Works on projects/tasks of medium complexity.

**Minimum Education:** B.A. or B.S. degree in engineering, computer science, or related field of study.