The Contractor is awarded under the cooperative purchasing program and disaster recovery program for the awarded SINs: 132-33, 132-34 and 132-51

*Special Item Number 132-33: Perpetual Software License*
*Special Item Number 132-34: Maintenance of Software as a Service*
*Special Item Number 132-51: Information Technology Professional Services*

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**EiS Technologies, Inc.**  
3067 Peachtree Industrial Blvd  
Duluth, GA 30097  
Phone: 678 534 3970  
Fax: 770 234 3867  
Internet Address: www.eistech.com  
Contract Administrator: Crystal Sells  
E-Mail: Crystal.Sells@eistech.com

Contract Number: 47QTCA18D00CP  
Period Covered by Contract: May 23, 2018 through May 22, 2023

*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.*
# Customer Information

1a. Table of awarded special item numbers with appropriate cross-reference to item descriptions and awarded prices.  
*Special Item Number 132-33: Perpetual Software License*  
*Special Item Number 132-34: Maintenance of Software as a Service*  
*Special Item Number 132-51: Information Technology Professional Services*

1b. Identification of the lowest priced model number and lowest unit price for that model for each special item number awarded in the contract. This price is the Government price based on a unit of one, exclusive of any quantity/dollar volume, prompt payment, or any other concession affecting price. Those contracts that have unit prices based on the geographic location of the customer, should show the range of the lowest price, and cite the areas to which the prices apply.  
See Approved GSA Pricing

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.  
See Approved GSA Pricing

2. Maximum order.  
$500,000

3. Minimum order.  
$100

4. Geographic coverage.  
*The Geographic Scope of Contract will be domestic only.*

5. Point of production.  
*Same as contractor*

6. Discount from list prices or statement of net price.  
*Prices shown are NET Prices; Basic Discounts have been deducted.*

7. Quantity discounts.  
*N/A*

8. Prompt payment terms.  
0% - net 30 days from receipt of invoice or date of acceptance, whichever is later.

9a. The Government purchase Card will be accepted for payment on orders below the micro-purchase threshold.

9b. The Government purchase Card will be accepted for payment on orders above the micro-purchase threshold.

10. Foreign items.  
*All items are U.S. made end products, designated country end products, Caribbean Basin country end products, Canadian end products, or Mexican end products as defined in the Trade Agreements Act of 1979, as amended.*
11a. **Time of delivery.**

<table>
<thead>
<tr>
<th>SPECIAL ITEM NUMBER</th>
<th>DELIVERY TIME (Days ARO)</th>
</tr>
</thead>
<tbody>
<tr>
<td>132-33</td>
<td>As Negotiated</td>
</tr>
<tr>
<td>132-34</td>
<td>As Negotiated</td>
</tr>
<tr>
<td>132-51</td>
<td>As Negotiated</td>
</tr>
</tbody>
</table>

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 lists that have expedited delivery.

*As negotiated on the task order level.*

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.

*As negotiated on the task order level.*

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.

*As negotiated on the task order level.*

12. **F.O.B. point.**

*Destination*

13a. **Ordering address.**

*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.**

*Same as contractor*

15. **Warranty provision.**

*See pricelist*

16. **Export packing charges are not applicable.**

17. **Terms and conditions of Government purchase card acceptance (any thresholds above the micro-purchase level).**

*None*

18. **Terms and conditions of rental, maintenance, and repair are not applicable.**

19. **Terms and conditions of installation are not applicable.**

20. **Terms and conditions of repair parts are not applicable.**

20a. **Terms and conditions for any other services are not applicable.**
21. List of service and distribution points:
   *Same as contractor*

22. List of participating dealers is *not applicable*.

23. Preventive maintenance is *not applicable*.

24a. Special attributes such as environmental attributes are *not applicable*.

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

25. Data Universal Number System (DUNS) number: 788244015

1. **INSPECTION/ACCEPTANCE**

The Contractor shall only tender for acceptance those items that conform to the requirements of this contract. The ordering activity reserves the right to inspect or test any software that has been tendered for acceptance. The ordering activity may require repair or replacement of nonconforming software at no increase in contract price. The ordering activity must exercise its postacceptance rights (1) within a reasonable time after the defect was discovered or should have been discovered; and (2) before any substantial change occurs in the condition of the software, unless the change is due to the defect in the software.

2. **ENTERPRISE USER LICENSE AGREEMENTS REQUIREMENTS (EULA)**

The Contractor shall provide all Enterprise User License Agreements in an editable Microsoft Office (Word) format.

3. **GUARANTEE/WARRANTY**

   a. Unless specified otherwise in this contract, the Contractor’s standard commercial guarantee/warranty as stated in the contract’s commercial pricelist will apply to this contract.

3.1 **Warranties.** Provider warrants that (i) it is the sole owner of the Software and that the Software will not infringe any intellectual property rights of any third party; (ii) the Software will operate substantially as described in the applicable Documentation; and (iii) technical support and any Professional Services will be rendered in a professional manner.

3.2 **DISCLAIMERS; LIMITATION OF LIABILITY.**

   (a) **DISCLAIMERS.** OTHER THAN AS EXPRESSLY STATED HEREIN, PROVIDER DOES NOT GUARANTEE THAT THE SOFTWARE WILL PERFORM ERROR-FREE OR UNINTERRUPTED OR THAT PROVIDER WILL CORRECT ALL PROGRAM ERRORS. TO THE EXTENT PERMITTED BY LAW, THE WARRANTIES GIVEN IN SECTION 3.1 HEREOF ARE EXCLUSIVE AND THERE ARE NO OTHER EXPRESS OR IMPLIED WARRANTIES OR CONDITIONS, INCLUDING WARRANTIES OR CONDITIONS OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE.

   (b) **LIMITATION OF LIABILITY.** EXCEPT AS IT RELATES TO LICENSEE’S BREACH OF SECTION II OF THIS AGREEMENT, OR EITHER PARTY’S BREACH OF CONFIDENTIALITY OR INDEMNIFICATION OBLIGATIONS, IN NO EVENT WILL EITHER PARTY HERETO, OR ANY OF THEIR RESPECTIVE AFFILIATES, SUBSIDIARIES OR ANY OF THEIR RESPECTIVE OFFICERS, DIRECTORS, EMPLOYEES, SHAREHOLDERS, MEMBERS, MANAGERS OR REPRESENTATIVES, BE LIABLE TO THE OTHER OR ANY THIRD PARTY FOR ANY SPECIAL, INDIRECT, INCIDENTAL, PUNITIVE OR CONSEQUENTIAL DAMAGES, WHETHER FORESEEABLE OR UNFORESEEABLE, WHICH MAY ARISE OUT OF OR IN CONNECTION WITH THIS AGREEMENT, INCLUDING THE USE OF OR INABILITY TO USE THE SOFTWARE OR ANY OTHER PRODUCTS OR SERVICES PROVIDED BY PROVIDER OR ITS DESIGNEES, REGARDLESS OF WHETHER SUCH PARTY HAS BEEN APPRISED OF THE POSSIBILITY OR LIKELIHOOD OF SUCH DAMAGES OCCURRING, OR WHETHER CLAIMS ARE BASED OR REMEDIES ARE SOUGHT IN CONTRACT, NEGLIGENCE, STRICT LIABILITY, TORT, PRODUCTS LIABILITY OR OTHERWISE.

   (c) **EXCEPT FOR LICENSEE’S BREACH OF SECTION II, BREACHES BY EITHER PARTY OF CONFIDENTIALITY, INDEMNIFICATION OBLIGATIONS, CLAIMS OF BODILY INJURY, OR CLAIMS FOR ATTORNEY’S FEES AND OTHER COSTS OF LITIGATION THAT A PARTY MAY BE ENTITLED TO RECOVER IN ANY ACTION, IN NO EVENT WILL EITHER PARTY’S AGGREGATE LIABILITY FOR ANY CLAIM RELATING TO THIS AGREEMENT EXCEED THE TOTAL OF ALL FEES PAID AND PAYABLE BY LICENSEE HEREUNDER.
(d) THE PARTIES AGREE THAT THE LIMITATIONS PROVIDED IN THIS SECTION 3.2 SHALL SURVIVE AND CONTINUE IN FULL FORCE AND EFFECT DESPITE ANY FAILURE OF AN EXCLUSIVE REMEDY.

b. The Contractor warrants and implies that the items delivered hereunder are merchantable and fit for use for the particular purpose described in this contract. If no implied warranties are given, an express warranty of at least 60 days must be given in accordance with FAR 12.404(b)(2)

c. Limitation of Liability. Except as otherwise provided by an express or implied warranty, the Contractor will not be liable to the ordering activity for consequential damages resulting from any defect or deficiencies in accepted items.

4. TECHNICAL SERVICES

The Contractor, without additional charge to the ordering activity, shall provide a hot line technical support number 866-363-1752 for providing user assistance and guidance in the implementation of the software. The technical support number is available from 8 am – 6 pm Eastern time. In addition support and guidance can also be requested using contractor’s support portal https://support.eistech.com/portal/home

5. SOFTWARE MAINTENANCE

a. Software maintenance as it is defined: (select software maintenance type):

__________ 1. Software Maintenance as a Product (SIN 132-32 or SIN 132-33)

Software maintenance as a product includes the publishing of bug/defect fixes via patches and updates/upgrades in function and technology to maintain the operability and usability of the software product. It may also include other no charge support that are included in the purchase price of the product in the commercial marketplace. No charge support includes items such as user blogs, discussion forums, on-line help libraries and FAQs (Frequently Asked Questions), hosted chat rooms, and limited telephone, email and/or web-based general technical support for user’s self diagnostics.

Software maintenance as a product does NOT include the creation, design, implementation, integration, etc. of a software package. These examples are considered software maintenance as a service.

Software Maintenance as a product is billed at the time of purchase.

__________ 2. Software Maintenance as a Service (SIN 132-34)

Software maintenance as a service creates, designs, implements, and/or integrates customized changes to software that solve one or more problems and is not included with the price of the software. Software maintenance as a service includes person-to-person communications regardless of the medium used to communicate: telephone support, on-line technical support, customized support, and/or technical expertise which are charged commercially. Software maintenance as a service is billed arrears in accordance with 31 U.S.C. 3324.
6. UTILIZATION LIMITATIONS - (SIN 132-32, SIN 132-33, AND SIN 132-34)

a. Software acquisition is limited to commercial computer software defined in FAR Part 2.101. b. When acquired by the ordering activity, commercial computer software and related documentation so legend shall be subject to the following:

(1) Title to and ownership of the software and documentation shall remain with the Contractor, unless otherwise specified.

(2) Software licenses are by site and by ordering activity. An ordering activity is defined as a cabinet level or independent ordering activity. The software may be used by any subdivision of the ordering activity (service, bureau, division, command, etc.) that has access to the site the software is placed at, even if the subdivision did not participate in the acquisition of the software. Further, the software may be used on a sharing basis where multiple agencies have joint projects that can be satisfied by the use of the software placed at one ordering activity's site. This would allow other agencies access to one ordering activity's database. For ordering activity public domain databases, user agencies and third parties may use the computer program to enter, retrieve, analyze and present data. The user ordering activity will take appropriate action by instruction, agreement, or otherwise, to protect the Contractor's proprietary property with any third parties that are permitted access to the computer programs and documentation in connection with the user ordering activity's permitted use of the computer programs and documentation. For purposes of this section, all such permitted third parties shall be deemed agents of the user ordering activity.

(3) Except as is provided in paragraph 8.b(2) above, the ordering activity shall not provide or otherwise make available the software or documentation, or any portion thereof, in any form, to any third party without the prior written approval of the Contractor. Third parties do not include prime Contractors, subcontractors and agents of the ordering activity who have the ordering activity's permission to use the licensed software and documentation at the facility, and who have agreed to use the licensed software and documentation only in accordance with these restrictions. This provision does not limit the right of the ordering activity to use software, documentation, or information therein, which the ordering activity may already have or obtains without restrictions.

(4) The ordering activity shall have the right to use the computer software and documentation with the computer for which it is acquired at any other facility to which that computer may be transferred, or in cases of Disaster Recovery, the ordering activity has the right to transfer the software to another site if the ordering activity site for which it is acquired is deemed to be unsafe for ordering activity personnel; to use the computer software and documentation with a backup computer when the primary computer is inoperative; to copy computer programs for safekeeping (archives) or backup purposes; to transfer a copy of the software to another site for purposes of benchmarking new hardware and/or software; and to modify the software and documentation or combine it with other software, provided that the unmodified portions shall remain subject to these restrictions.

(5) "Commercial Computer Software" may be marked with the Contractor's standard commercial restricted rights legend, but the schedule contract and schedule pricelist,
including this clause, "Utilization Limitations" are the only governing terms and conditions, and shall take precedence and supersede any different or additional terms and conditions included in the standard commercial legend.

7. SOFTWARE CONVERSIONS - (SIN 132-32 AND SIN 132-33)

Full monetary credit will be allowed to the ordering activity when conversion from one version of the software to another is made as the result of a change in operating system, or from one computer system to another. Under a perpetual license (132-33), the purchase price of the new software shall be reduced by the amount that was paid to purchase the earlier version. Under a term license (132-32), conversion credits which accrued while the earlier version was under a term license shall carry forward and remain available as conversion credits which may be applied towards the perpetual license price of the new version.

8. DESCRIPTIONS AND EQUIPMENT COMPATIBILITY

The Contractor shall include, in the schedule pricelist, a complete description of each software product and a list of equipment on which the software can be used. Also, included shall be a brief, introductory explanation of the modules and documentation which are offered.
1. **SCOPE**
   
a. The prices, terms and conditions stated under Special Item Number 132-51 Information Technology Professional Services apply exclusively to IT/IAM 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.

   
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/IAM 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**


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/IAM Professional Services.

9. **INDEPENDENT CONTRACTOR**

All IT/IAM 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/IAM Service offered under Special Item Numbers 132-51 IT/IAM 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/IAM 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:

EXAMPLE: Commercial Job Title: System Engineer

Minimum/General Experience: Three (3) years of technical experience which applies to systems analysis and design techniques for complex computer systems. Requires competence in all phases of systems analysis techniques, concepts and methods; also requires knowledge of available hardware, system software, input/output devices, structure and management practices.

Functional Responsibility: Guides users in formulating requirements, advises alternative approaches, conducts feasibility studies.

Minimum Education: Bachelor’s Degree in Computer Science
Labor Category Descriptions

**Job Title:** Program Manager  
**Functional Responsibilities:** Serves as program manager for a large, complex project (or a group of projects affecting the same common/standard/migration system) and work with the Customer. Acts as overall program manager and central point of contact for program wide IT solution activities. Responsible for planning and executing a project. Prepares and maintains the project schedule and budget. Prepares and delivers status reports to the customer. Oversees all work and takes corrective action as necessary to ensure project success. Manages staffing, budget, prioritization, and other personnel matters. May serve as technical lead for the project.  
**Minimum Education:** Bachelor's degree in Engineering, Business, Science or related disciplines.  
**Minimum/General Experience:** 12+ years of related industry experience

**Job Title:** Project Manager  
**Functional Responsibilities:** Acts as manager and central point of contact for a specific project or task within the program. Responsible for planning and executing a project. Prepares and maintains the project schedule and budget. Prepares and delivers status reports to the customer. Primary point of contact for the customer. Oversees all work and takes corrective action as necessary to ensure project success. Manages staffing, budget, prioritization, and other personnel matters. May serve as technical lead for the project.  
**Minimum Education:** Bachelor's degree in Engineering, Business, Science or related disciplines.  
**Minimum/General Experience:** 12+ years of related industry experience

**Job Title:** Business Intelligence Consultant, Mid-Level  
**Functional Responsibilities:** Mid-Level BI consultant design and implement multi-tier enterprise software for unique and challenging enterprise business problems. They develop, document and implement data models for OLTP and OLAP systems, they also develop, document and implement data mappings for ETL implementations. These consultants are involved in the full software development life cycle from scoping, analysis, design, implementation, and quality assurance to delivery and support. They will assist in pre-sales, scoping and requirements gathering process; deliver presentations within technical user community via user group participation and marketing events. They will also provide technical guidance and mentoring to junior consultants in best practices in Business Intelligence and participate in and lead Engineering Reviews  
**Minimum Education:** Bachelor’s degree in Computer Science, Management Information System, Computer Information System, Engineering or equivalent experience.  
**Minimum/General Experience:** 6+ years of related industry experience

**Job Title:** Business Intelligence Consultant, Associate  
**Functional Responsibilities:** Associate BI consultant is involved in the full software development life cycle from scoping, analysis, design, implementation, and quality assurance to delivery and support. They should have good knowledge of either Informatica, Cognos, or OBIEE, and if you happen to have experience with Data Mining or Predictive Analytics, that would be a plus.  
**Minimum Education:** Bachelor’s degree in Computer Science, Management Information System, Computer Information System, Engineering or equivalent experience.  
**Minimum/General Experience:** 2+ years of related industry experience
**Job Title:** Big Data Consultant, Architect

**Functional Responsibilities:**
- Works with customers, users, architects and developers to define the data requirements and structure of the big data application.
- Provide input and suggestions to Management including Development of long and short-range plans, including Application Development Plans and Resource Development Plans, to achieve corporate systems development objectives in a timely and cost effective manner.
- Identifies, accesses and solves complex business problems for area of responsibility where analysis of situations or data requires an in-depth evaluation of variable factors.
- Lead analysis, model and design of the application data structure, storage, integration, deployment and support.
- Work with customers to implement security and access controls.
- Design and implement integrated solutions with Data Warehouse, Analytics and Machine learning modules.
- Work with Data Warehouse Data Architects and BI Architects to ensure the design of integrated solutions.
- Work with relational Database technologies, ETL tools, and Big Data technologies.
- Implements and promotes governance processes for information and metadata to ensure establishment of a common language and the ongoing accuracy, validity and reuse of metadata.
- Serves as point of escalation, review and approval of key issues, significant projects and decisions.
- Help establish and maintain systems development standards, procedures, and methodologies consistent with corporate and departmental objectives and policies. Includes SDM, IS Department Policies and SOX requirements. Ensure adherence to policies.
- Support system testing, user testing and production implementation.

**Minimum Education:** Bachelor’s degree in Computer Science, Management Information System, Computer Information System, Engineering or equivalent experience.

**Minimum/General Experience:** 10+ years of related industry experience

**Job Title:** Big Data Consultant, Mid-Level

**Functional Responsibilities:**
- Model, design, develop, code, test, debug, document and deploy application to production through standard processes
- Conduct design & code reviews in a Continuous Deployment environment
- Support system testing, user testing and production implementation.

**Minimum Education:** Bachelor’s degree in Computer Science, Management Information System, Computer Information System, Engineering or equivalent experience

**Minimum/General Experience:** 6+ years of related industry experience

**Job Title:** Big Data Consultant, Senior

**Functional Responsibilities:**
- Build distributed, scalable, and reliable data pipelines that ingest and process data at scale and in real-time.
- Own product features from the requirements gathering phase through to production deployment
- Identify and specify complex business requirements and processes.
- Research, evaluate & recommend solutions to achieve those requirements.
- Model, design, develop, code, test, debug, document and deploy application to production through standard processes
- Plan delivery of work, including creating story plans, and being an active member of team stand-ups, retrospectives and sprint planning
- Partner with other technology teams to deliver end to end solutions
- Conduct design & code reviews in a Continuous Deployment environment
- Support system testing, user testing and production implementation.

**Minimum Education:** Bachelor’s degree in Computer Science, Management Information System, Computer Information System, Engineering or equivalent experience

**Minimum/General Experience:** 8+ years of related industry experience

**Job Title:** Big Data Consultant, Mid-Level

**Functional Responsibilities:**
- Model, design, develop, code, test, debug, document and deploy application to production through standard processes
- Conduct design & code reviews in a Continuous Deployment environment
- Support system testing, user testing and production implementation.

**Minimum Education:** Bachelor’s degree in Computer Science, Management Information System, Computer Information System, Engineering or equivalent experience

**Minimum/General Experience:** 6+ years of related industry experience
**Job Title:** Big Data Consultant, Associate  
**Functional Responsibilities:**  
- Model, design, develop, code, test, debug, document and deploy application to production through standard processes  
- Support system testing, user testing and production implementation.  
**Minimum Education:** Bachelor’s degree in Computer Science, Engineering or equivalent experience.  
**Minimum/General Experience:** 2+ years of related industry experience

**Job Title:** Cloud Consultant, Architect  
**Functional Responsibilities:**  
- Under general direction, provides technical leadership in designing and building cloud applications using cloud technologies (PaaS, IaaS), database query languages, and web programming languages.  
- Leading technical expert in solving complex problems with cloud solution.  
- Responsible for solving highly technical and complex problems on multiple projects, and providing consultative support to internal staff.  
- Interacts with business customers to formulate and define system scope and objectives.  
- Conducts data modeling, configuration, specification development, coding, testing, and documentation.  
- Conducts cloud capacity planning and applies best practices in security for cloud applications.  
- Consult, run proof of concepts and advise the best use of cloud services to solve current challenges.  
- Reviews completion and implementation of cloud system additions and/or enhancements and makes recommendations to management and/or clients.  
- Develops documentation on new or existing cloud systems.  
- Maintains current knowledge of relevant cloud technologies as assigned.  
**Minimum Education:** Bachelor’s degree in Computer Science, Management Information System, Computer Information System, Engineering or equivalent experience.  
**Minimum/General Experience:** 10+ years of related industry experience

**Job Title:** Cloud Consultant, Senior  
**Functional Responsibilities:**  
- Working with technical teams in delivering highly scalable and reliable applications that meet business budgets/timelines while ensuring alignment to strategic technology vision  
- Work with Scrum Master and product owner to provide development sizing & cost analysis estimates  
- Work closely with product owner and team members to decompose stories, design features, and prioritize tasks  
- Utilize automated software test tools and frameworks such as test driven development to achieve software quality standards.  
- Support integration efforts to build whole systems from various sub-systems Hands-on development and mentoring as necessary for other members of the development team  
- Build durable systems/applications and ensuring a low MTTR (mean time to resolution).  
- Identify technology gaps/risks early and establish mitigation plans  
- Create artifacts for each project such as Software Architecture documentation, Technical Use Cases, and Code Review Packages Prototype, validate and create specific application solutions for the business (as necessary)  
- Hands on experience with Azure, AWS, Google Cloud or one of the other major IaaS providers  
- Deep knowledge of Platform as a Service (PaaS) and Infrastructure as a Service (IaaS)  
**Minimum Education:** Bachelor’s degree in Computer Science, Management Information System, Computer Information System, Engineering or equivalent experience.  
**Minimum/General Experience:** 8+ years of related industry experience

**Job Title:** Cloud Consultant, Mid-Level  
**Functional Responsibilities:**  
- Create artifacts for each project such as Software Architecture documentation, Technical Use Cases, and Code Review Packages Prototype, validate and create specific application solutions for the business (as necessary)  
- Hands on experience with Azure, AWS, Google Cloud or one of the other major IaaS providers  
- Utilize automated software test tools and frameworks such as test driven development to achieve software quality standards.  
- Support integration efforts to build whole systems from various sub-systems Hands-on development and mentoring as necessary for other members of the development team  
**Minimum Education:** Bachelor’s degree in Computer Science, Management Information System, Computer Information System, Engineering or equivalent experience.  
**Minimum/General Experience:** 6+ years of related industry experience
**Job Title:** Cloud Consultant, Associate

**Functional Responsibilities:**
- Create artifacts for each project such as Software Architecture documentation, Technical Use Cases, and Code Review Packages Prototype, validate and create specific application solutions for the business (as necessary)
- Hands on experience with Azure, AWS, Google Cloud or one of the other major IaaS providers

**Minimum Education:** Bachelor’s degree in Computer Science, Engineering or equivalent experience.

**Minimum/General Experience:** 2+ years of related industry experience

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**Job Title:** Data Warehouse Consultant, Architect

**Functional Responsibilities:**
- The Data Architect is key to the success of many strategic county projects in the areas of data management.
- Responsible for strategic vision for an enterprise data management program to enable self-service business intelligence and advanced analytics.
- Develop a roadmap to transform the current state to the desired future state implementing business specific use cases or data stories.
- Responsible for the tactical leadership and oversight of the Data & Analytics teams.
- Activities include data automation or integration between systems; historical data conversion; data warehouse modeling, and business intelligence and dashboarding solutions with tools such as SplashBI, Cognos, and PowerBI.
- Create an end-to-end data management program from source data collection to business data visualizations and insights ensuring the security of data in storage and data in motion.
- Implement measures to ensure data accuracy and accessibility.
- Provide hands-on technical support and guidance to the team for implementing best practices and standards that enable steps towards the envisioned future state.
- Work with staff and customers to translate business requirements into data platform architectures for data warehouse design and extract-transform-load (ETL) processes.
- Establish continuous learning practices for the team to keep pace with ever-changing data capabilities.
- Practice industry research and rapid prototyping practices to understand and explore emerging technologies. Perform other work as required.

**Minimum Education:** Bachelor’s degree in Computer Science, Management Information System, Computer Information System, Engineering or equivalent experience.

**Minimum/General Experience:** 10+ years of related industry experience

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**Job Title:** Data Warehouse Consultant, Senior

**Functional Responsibilities:**
- Solution design, architecture, and hands-on implementation of complex systems utilizing a variety of industry standard Data Modeling, ETL, Reporting & Analytical tools from Oracle and other vendors.
- Designs and implements Dashboards and scorecards.
- Identifies and manages project risks, issues and conflicts.

**Minimum Education:** Bachelor’s degree in Computer Science, Management Information System, Computer Information System, Engineering or equivalent experience.

**Minimum/General Experience:** 8+ years of related industry experience

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**Job Title:** Data Warehouse Consultant, Mid-Level

**Functional Responsibilities:**
- Data Modeling, developing ETL mappings using ETL Tools or PL/SQL programming, and developing Reports & Analysis using tools from Oracle and other vendors.
- Designs and builds proof-of-concept solutions. Creates functional and Technical Specs for Data Warehouse Design
- Designs and implements dashboards and scorecards.

**Minimum Education:** Bachelor’s degree in Computer Science, Management Information System, Computer Information System, Engineering or equivalent experience.

**Minimum/General Experience:** 6+ years of related industry experience
Job Title: Data Warehouse Consultant, Associate

Functional Responsibilities:
- Data Modeling, developing ETL mappings using ETL Tools or PL/SQL programming, and developing Reports & Analysis using tools from Oracle and other vendors.
- Designs and implements dashboards and scorecards.

Minimum Education: Bachelor’s degree in Computer Science, Engineering or equivalent experience.
Minimum/General Experience: 2+ years of related industry experience

Job Title: Business Analyst, Architect

Functional Responsibilities:
- Building the foundation for the development effort by capturing the business context - the problem, current state, desired future state, objectives, business needs and impacted user groups.
- Developing requirements (business, user and software requirements - both functional and nonfunctional) and establishing traceability to the business vision
- Managing the requirements through the project lifecycle by establishing and maintaining agreements between the customer and the project team
- Playing a critical communications role by interacting with user (business domain) and with developers and testing team members (technical domain)
- Ensuring the requirements are specified in a manner suitable for the intended audience and are actionable, measurable, understandable, unambiguous and capable of being implemented and tested
- Ability to navigate the IT team and business sponsors through a level of ambiguity including business process change; building organization and structure to requirements to drive out and define detailed requirements in an efficient manner
- Working with the project manager and the business customers to define requirements stakeholders, requirements conflict resolution procedures and the requirements team structure
- Understanding the software development approach being used and defining how the requirements development will be conducted (i.e. elicitation, analysis, specification and validation)
- Proficient requirement meeting facilitator, demonstrated experience in facilitating sessions (5 - 10 people) using techniques to help define scope and requirements during the lifecycle
- Writing and reviewing business, user and non-functional / system level requirements
- Responsible for ensuring change control and management procedures are followed within the project team as they relate to requirements
- Understanding the business case and project scope
- Works with the project team to determine appropriate test plans, deployment plans and supports the product launch
- Participates in the Quality Inspection process for all requirements
- Works to set correct customer expectations through project execution process and makes sure additional requirements are captured and documents and team are aware of all changes made
- Collaborate with the team in the overall solution design to close the gap between the “As-is” and “To-be” state with requirements and change management needs
- Plan and facilitate required internal and external project meetings as directed by project requirements
- Perform critical analysis of client business situations to develop recommendations and conclusions
- Contribute to estimates of work and time required to complete projects and features
- Create and review project documents and ensure they are complete, accurate, current and stored appropriately, including use cases, user stories or other models as appropriate to describe and document client business scenarios.

Minimum Education: Bachelor’s degree in Computer Science, Management Information System, Computer Information System, Engineering or equivalent experience.
Minimum/General Experience: 10+ years of related industry experience
**Job Title:** Remote Database Administrator, Lead  

**Functional Responsibilities:**
- Remotely trains and develops technical support and applications staff to better utilize on-line processing databases and the enterprise’s computing environment.
- Remotely provides and designs tools to assist in the management of the database and transaction processing environment.
- Works to provide a working model of our transaction processing environment for capacity assessment and planning.
- Develops a methodology for the ongoing assessment of database performance and the identification of problem areas.
- Develops a security scheme for the database environment, as well as assisting in disaster recovery if necessary.
- Provides leadership during the development and enhancement of the enterprise’s production applications including working with applications, technical support and operations during the design, development and implementation of applications.
- Recognizes and identifies potential areas where existing policies and procedures require change, or where new ones need to be developed, especially regarding future business expansion.
- Fulfills departmental requirements in terms of providing work coverage and administrative notification during periods of personnel illness, vacation, or education.
- Performs at or above the enterprise’s Information Technology performance standards.
- Participates with vendors in the assessment of advanced transaction processing and database productions including beta and field test participation.

**Minimum Education:** Bachelor’s degree in Computer Science, Management Information System, Computer Information System, Engineering or equivalent experience.

**Minimum/General Experience:** 10+ years of related industry experience

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**Job Title:** Remote Database Administrator, Senior  

**Functional Responsibilities:**
- Remotely performs maintenance of databases, monitoring of standards and procedures, and integration of systems through database design.
- Remotely install, configure, troubleshoot, and maintain a database system.
- Implement, configure, and troubleshoot database instances, replication, backup, partitions, storage, and access.
- Monitor and optimize system performance using index tuning, disk optimization, and other methods.
- Set user privileges within the database environment.

**Minimum Education:** Bachelor’s degree in Computer Science, Management Information System, Computer Information System, Engineering or equivalent experience.

**Minimum/General Experience:** 8+ years of related industry experience

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**Job Title:** Remote Database Administrator, Mid-Level  

**Functional Responsibilities:**
- Remotely install, configure, troubleshoot, and maintain a database system.
- Implement, configure, and troubleshoot database instances, replication, backup, partitions, storage, and access.
- Monitor and optimize system performance using index tuning, disk optimization, and other methods.
- Set user privileges within the database environment.

**Minimum Education:** Bachelor’s degree in Computer Science, Management Information System, Computer Information System, Engineering or equivalent experience.

**Minimum/General Experience:** 6+ years of related industry experience

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**Job Title:** Remote Database Administrator, Associate  

**Functional Responsibilities:**
- Remotely install, configure, troubleshoot, and maintain a database system.
- Remotely monitor and optimize system performance using index tuning, disk optimization, and other methods.
- Set user privileges within the database environment.

**Minimum Education:** Bachelor’s degree in Computer Science, Engineering or equivalent experience.

**Minimum/General Experience:** 2+ years of related industry experience
Job Title: Database Administrator, Lead

Functional Responsibilities:
- Trains and develops technical support and applications staff to better utilize on-line processing databases and the enterprise’s computing environment.
- Provides and designs tools to assist in the management of the database and transaction processing environment.
- Works to provide a working model of our transaction processing environment for capacity assessment and planning.
- Develops a methodology for the ongoing assessment of database performance and the identification of problem areas.
- Develops a security scheme for the database environment, as well as assisting in disaster recovery if necessary.
- Provides leadership during the development and enhancement of the enterprise’s production applications including working with applications, technical support and operations during the design, development and implementation of applications.
- Recognizes and identifies potential areas where existing policies and procedures require change, or where new ones need to be developed, especially regarding future business expansion.
- Fulfills departmental requirements in terms of providing work coverage and administrative notification during periods of personnel illness, vacation, or education.
- Perform at or above the enterprise’s Information Technology performance standards.
- Participates with vendors in the assessment of advanced transaction processing and database productions including beta and field test participation.

Minimum Education: Bachelor’s degree in Computer Science, Management Information System, Computer Information System, Engineering or equivalent experience.

Minimum/General Experience: 10+ years of related industry experience

Job Title: Database Administrator, Senior

Functional Responsibilities:
- Performs maintenance of databases, monitoring of standards and procedures, and integration of systems through database design.
- Install, configure, troubleshoot, and maintain a database system.
- Implement, configure, and troubleshoot database instances, replication, backup, partitions, storage, and access.
- Monitor and optimize system performance using index tuning, disk optimization, and other methods.
- Set user privileges within the database environment

Minimum Education: Bachelor’s degree in Computer Science, Management Information System, Computer Information System, Engineering or equivalent experience.

Minimum/General Experience: 8+ years of related industry experience

Job Title: Database Administrator, Mid-Level

Functional Responsibilities:
- Install, configure, troubleshoot, and maintain a database system.
- Implement, configure, and troubleshoot database instances, replication, backup, partitions, storage, and access.
- Monitor and optimize system performance using index tuning, disk optimization, and other methods.
- Set user privileges within the database environment.

Minimum Education: Bachelor’s degree in Computer Science, Management Information System, Computer Information System, Engineering or equivalent experience.

Minimum/General Experience: 6+ years of related industry experience

Job Title: Database Administrator, Associate

Functional Responsibilities:
- Install, configure, troubleshoot, and maintain a database system.
- Monitor and optimize system performance using index tuning, disk optimization, and other methods.
- Set user privileges within the database environment.

Minimum Education: Bachelor’s degree in Computer Science, Engineering or equivalent experience.

Minimum/General Experience: 2+ years of related industry experience
**Job Title:** QA Engineer, Lead  

**Functional Responsibilities:**  
- Analyzes project requirements and develops test plans, test cases and other testing documentation  
- Identifies functionality that can most benefit from test automation and helps implement its automation.  
- Executes test cases.  
- Determines correct level of regression testing based on planned changes  
- Works with the team to maximize quality of deliveries  
- Contributes towards initiatives that improve the consistency and quality of our products  
- Ensures testing processes minimize production errors  
- Participates in reviews at all phases of the software development cycle  
- Maintains a close relationship with other QA professionals at within the firm to allow the free exchange of ideas, best practices and experience  
- Driven to deliver solutions that delight customers  
- Ability/willingness to handle competing demands on limited time  

**Minimum Education:** Bachelor’s degree in Computer Science, Management Information System, Computer Information System, Engineering or equivalent experience.  

**Minimum/General Experience:** 10+ years of related industry experience.

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**Job Title:** QA Engineer, Senior  

**Functional Responsibilities:**  
- Analyzes project requirements and develops test plans, test cases and other testing documentation  
- Executes test cases.  
- Contributes towards initiatives that improve the consistency and quality of our products  
- Ensures testing processes minimize production errors  
- Participates in reviews at all phases of the software development cycle  
- Maintains a close relationship with other QA professionals at within the firm to allow the free exchange of ideas, best practices and experience  
- Driven to deliver solutions that delight customers  
- Ability/willingness to handle competing demands on limited time  

**Minimum Education:** Bachelor’s degree in Computer Science, Management Information System, Computer Information System, Engineering or equivalent experience.  

**Minimum/General Experience:** 8+ years of related industry experience.

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**Job Title:** QA Engineer, Mid-Level  

**Functional Responsibilities:**  
- Executes test cases.  
- Participates in reviews at all phases of the software development cycle  
- Driven to deliver solutions that delight customers  
- Ability/willingness to handle competing demands on limited time  

**Minimum Education:** Bachelor’s degree in Computer Science, Management Information System, Computer Information System, Engineering or equivalent experience.  

**Minimum/General Experience:** 6+ years of related industry experience.

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**Job Title:** QA Engineer, Associate  

**Functional Responsibilities:**  
- Executes test cases.  
- Participates in reviews at all phases of the software development cycle  

**Minimum Education:** Bachelor’s degree in Computer Science, Engineering or equivalent experience.  

**Minimum/General Experience:** 2+ years of related industry experience.
**Job Title:** Reports Developer SplashBI, Architect

**Functional Responsibilities:**
- Understanding the needs of the front office stakeholders
- Lead reporting team to understand requirements; design and develop queries to best meet the requirements
- Perform detailed data analysis, validation, and identify data quality issues
- Create ad-hoc queries and reports as requested and provide on-going analytical support for these requests
- Use SplashBI for developing reports and dynamic dashboards, and any additional BI tools
- Tune SplashBI queries to run efficiently in a large data volume environment
- Train users on reporting tool usage and best practice
- Provide production support for SplashBI report users
- Work in an AGILE and collaborative style to achieve results for the business users

**Minimum Education:** Bachelor’s degree in Computer Science, Management Information System, Computer Information System, Engineering or equivalent experience.

**Minimum/General Experience:** 10+ years of related industry experience

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**Job Title:** Reports Developer SplashBI, Senior

**Functional Responsibilities:**
- Works in a reporting team to understand requirements; design and develop queries to best meet the requirements
- Perform detailed data analysis, validation, and identify data quality issues
- Create ad-hoc queries and reports as requested and provide on-going analytical support for these requests
- Use SplashBI for developing reports and dynamic dashboards, and any additional BI tools
- Tune SplashBI queries to run efficiently in a large data volume environment
- Train users on reporting tool usage and best practice
- Provide production support for SplashBI report users
- Work in an AGILE and collaborative style to achieve results for the business users

**Minimum Education:** Bachelor’s degree in Computer Science, Management Information System, Computer Information System, Engineering or equivalent experience.

**Minimum/General Experience:** 8+ years of related industry experience

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**Job Title:** Reports Developer SplashBI, Mid-Level

**Functional Responsibilities:**
- Create ad-hoc queries and reports as requested and provide on-going analytical support for these requests
- Use SplashBI for developing reports and dynamic dashboards, and any additional BI tools
- Tune SplashBI queries to run efficiently in a large data volume environment
- Train users on reporting tool usage and best practice
- Provide production support for SplashBI report users

**Minimum Education:** Bachelor’s degree in Computer Science, Management Information System, Computer Information System, Engineering or equivalent experience.

**Minimum/General Experience:** 6+ years of related industry experience

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**Job Title:** Reports Developer SplashBI, Associate

**Functional Responsibilities:**
- Create ad-hoc queries and reports as requested and provide on-going analytical support for these requests
- Use SplashBI for developing reports and dynamic dashboards, and any additional BI tools
- Tune SplashBI queries to run efficiently in a large data volume environment
- Provide production support for SplashBI report users

**Minimum Education:** Bachelor’s degree in Computer Science, Engineering or equivalent experience.

**Minimum/General Experience:** 2+ years of related industry experience

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**Job Title:** Remote Reports Developer SplashBI

**Functional Responsibilities:**
- Create ad-hoc queries and reports as requested and provide on-going analytical support for these requests
- Use SplashBI for developing reports and dynamic dashboards, and any additional BI tools
- Tune SplashBI queries to run efficiently in a large data volume environment
- Train users on reporting tool usage and best practice
- Provide production support for SplashBI report users

**Minimum Education:** Bachelor’s degree in Computer Science, Engineering or equivalent experience.

**Minimum/General Experience:** 2+ years of related industry experience
**Job Title:** Reports Developer EiS eXpress, Architect

**Functional Responsibilities:**
- Understanding the needs of the front office stakeholders
- Lead reporting team to understand requirements; design and develop queries to best meet the requirements
- Perform detailed data analysis, validation, and identify data quality issues
- Create ad-hoc queries and reports as requested and provide on-going analytical support for these requests
- Use eXpress for developing reports and dynamic dashboards, and any additional BI tools
- Tune eXpress queries to run efficiently in a large data volume environment
- Train users on reporting tool usage and best practice
- Provide production support for eXpress report users
- Work in an AGILE and collaborative style to achieve results for the business users

**Minimum Education:** Bachelor’s degree in Computer Science, Management Information System, Computer Information System, Engineering or equivalent experience.

**Minimum/General Experience:** 10+ years of related industry experience

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**Job Title:** Reports Developer EiS eXpress, Senior

**Functional Responsibilities:**
- Works in a reporting team to understand requirements; design and develop queries to best meet the requirements
- Perform detailed data analysis, validation, and identify data quality issues
- Create ad-hoc queries and reports as requested and provide on-going analytical support for these requests
- Use eXpress for developing reports and dynamic dashboards, and any additional BI tools
- Tune eXpress queries to run efficiently in a large data volume environment
- Train users on reporting tool usage and best practice
- Provide production support for eXpress report users
- Work in an AGILE and collaborative style to achieve results for the business users

**Minimum Education:** Bachelor’s degree in Computer Science, Management Information System, Computer Information System, Engineering or equivalent experience.

**Minimum/General Experience:** 8+ years of related industry experience

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**Job Title:** Reports Developer EiS eXpress, Mid-Level

**Functional Responsibilities:**
- Create ad-hoc queries and reports as requested and provide on-going analytical support for these requests
- Use eXpress for developing reports and dynamic dashboards, and any additional BI tools
- Tune eXpress queries to run efficiently in a large data volume environment
- Train users on reporting tool usage and best practice
- Provide production support for eXpress report users

**Minimum Education:** Bachelor’s degree in Computer Science, Management Information System, Computer Information System, Engineering or equivalent experience.

**Minimum/General Experience:** 6+ years of related industry experience

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**Job Title:** Reports Developer EiS eXpress, Associate

**Functional Responsibilities:**
- Create ad-hoc queries and reports as requested and provide on-going analytical support for these requests
- Use eXpress for developing reports and dynamic dashboards, and any additional BI tools
- Tune eXpress queries to run efficiently in a large data volume environment
- Provide production support for eXpress report users

**Minimum Education:** Bachelor’s degree in Computer Science, Engineering or equivalent experience.

**Minimum/General Experience:** 2+ years of related industry experience

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**Job Title:** Remote Reports Developer EiS eXpress

**Functional Responsibilities:**
- Create ad-hoc queries and reports as requested and provide on-going analytical support for these requests
- Use eXpress for developing reports and dynamic dashboards, and any additional BI tools
- Tune eXpress queries to run efficiently in a large data volume environment
- Train users on reporting tool usage and best practice
- Provide production support for eXpress report users

**Minimum Education:** Bachelor’s degree in Computer Science, Engineering or equivalent experience.

**Minimum/General Experience:** 2+ years of related industry experience
Job Title: Applications Technical Consultant, Architect

Functional Responsibilities:
- Serve as a Technical Lead and/or Architect of the engagement team
- Responsible for architectural planning, design and modeling of application development, implementation of COTS application, and integration of process, support and maintenance efforts.
- Provide on-going technical and user support to both COTS and Custom software solutions.
- Perform high-level technical scoping of project requirements.
- Work with the leadership team to evaluate and/or contribute to SOWs, cost and schedule estimates.
- Analyze client systems and make recommendations based on the analysis.
- Recommend the appropriate technology solutions based on a complete understanding of the requirements.
- Provide input to the development and maintenance of overall project plan.
- Perform and assist in code Reviews.

Minimum Education: Bachelor’s degree in Computer Science, Management Information System, Computer Information System, Engineering or equivalent experience.

Minimum/General Experience: 10+ years of related industry experience

Job Title: Applications Technical Consultant, Senior

Functional Responsibilities:
- As a member of the team, provide application development and integration services.
- Supports the lifecycle management of the application by developing and maintaining scripts and tools that implement source control, build and deployment, configuration management, and release management.
- Provide on-going maintenance and support of both COTS and custom applications.
- Produces detailed project estimates with technical specs, perform design reviews, code reviews, unit testing, and mentor other developers.
- Participates in technology discussions, and suggests improvements to technology and practices.
- Provide advisory and oversight to junior resources on the team.

Minimum Education: Bachelor’s degree in Computer Science, Management Information System, Computer Information System, Engineering or equivalent experience.

Minimum/General Experience: 8+ years of related industry experience

Job Title: Applications Technical Consultant, Mid-Level

Functional Responsibilities:
- As a member of the team, provide application development and integration services.
- Supports the lifecycle management of the application by developing and maintaining scripts and tools that implement source control, build and deployment, configuration management, and release management.
- Provide on-going maintenance and support of both COTS and custom applications.
- Participates in technology discussions, and suggests improvements to technology and practices.

Minimum Education: Bachelor’s degree in Computer Science, Management Information System, Computer Information System, Engineering or equivalent experience.

Minimum/General Experience: 6+ years of related industry experience

Job Title: Applications Technical Consultant, Associate

Functional Responsibilities:
- Writes application code, and performs unit and functional testing in order to provide technical solutions for the business.
- Participates in technology discussions, and suggests improvements to technology and practices.
- Perform thorough unit and functional testing of the code to ensure high quality bug free code.

Minimum Education: Bachelor’s degree in Computer Science, Engineering or equivalent experience.

Minimum/General Experience: 2+ years of related industry experience
Job Title: Applications Functional Consultant, SME

Functional Responsibilities:

- Provide functional services by acting as subject matter expert and leading clients through the entire systems development lifecycle.
- Gather Business requirements, Analyze and transform to application requirements, Fit-Gap Analysis, Functional Design approval process and strong interaction with development team to test and delivery the solution.
- Reviews design from the perspective of the business functionality; reviews test plans and procedures, and reviews test results.
- Documents the questions of the Development team to the Business Architect and/or the client business stakeholders, and documents the answers to the Development team.
- Support the User Acceptance test activities.
- Continually seek ways to improve the process of delivering solutions.
- Report progress to clients and project managers.

Minimum Education: Bachelor’s degree in Computer Science, Management Information System, Computer Information System, Engineering or equivalent experience.

Minimum/General Experience: 10+ years of related industry experience

Job Title: Applications Functional Consultant, Senior

Functional Responsibilities:

- Guiding clients through the entire systems development lifecycle.
- Gather Business requirements, Analyze and transform to application requirements, Fit-Gap Analysis, Functional Design approval process and strong interaction with development team to test and delivery the solution.
- Reviews design from the perspective of the business functionality; reviews test plans and procedures, and reviews test results.
- Support the User Acceptance test activities.
- Continually seek ways to improve the process of delivering solutions.

Minimum Education: Bachelor’s degree in Computer Science, Management Information System, Computer Information System, Engineering or equivalent experience.

Minimum/General Experience: 8+ years of related industry experience

Job Title: Applications Functional Consultant, Mid-Level

Functional Responsibilities:

- Gather Business requirements, Analyze and transform to application requirements, Fit-Gap Analysis, Functional Design approval process and strong interaction with development team to test and delivery the solution.
- Support the User Acceptance test activities.

Minimum Education: Bachelor’s degree in Computer Science, Management Information System, Computer Information System, Engineering or equivalent experience.

Minimum/General Experience: 6+ years of related industry experience

Job Title: Applications Functional Consultant, Associate

Functional Responsibilities:

- Perform configuration and testing
- Support User Acceptance test activities.

Minimum Education: Bachelor’s degree in Computer Science, Engineering or equivalent experience.

Minimum/General Experience: 2+ years of related industry experience.
Job Title: Integration Architect

Functional Responsibilities:
- Design and implement various strategies for all Service Oriented Architecture.
- Ensure improvement of all architectural processes within time frame and provide training to all development teams to maintain project deliverables and reduce costs.
- Manage all communication with IT and business managers.
- Maintain an efficient technical environment for all client services and document all architectural plans and provide support to all business and assemble all system components.
- Assist in finalization of all systems and provide support to various stakeholders.
- Analyze all requirements and maintain all architecture business systems and documents.
- Administer installation and provide support to all documents.
- Design various integration programs and prepare required documents for same and execute various integration platforms.
- Maintain oversight for all third party processes.
- Maintain and documents all service contracts and promote optimal level of communications.
- Monitor all metadata content for development community and ensure appropriate allocation of all resources.
- Analyze metrics and measure effectiveness of programs and return of investment goals.
- Assist customer in all integration processes and design various architecture programs for all application layer.

Minimum Education: Bachelor’s degree in Computer Science, Management Information System, Computer Information System, Engineering or equivalent experience.

Minimum/General Experience: 10+ years of related industry experience

Job Title: Integration Developer, Senior

Functional Responsibilities:
- Ensure improvement of all architectural processes within time frame and provide training to all development teams to maintain project deliverables and reduce costs.
- Assist in finalization of all systems and provide support to various stakeholders.
- Analyze all requirements and maintain all architecture business systems and documents.
- Administer installation and provide support to all documents.
- Design various integration programs and prepare required documents for same and execute various integration platforms.
- Maintain oversight for all third party processes.
- Maintain and documents all service contracts and promote optimal level of communications.
- Monitor all metadata content for development community and ensure appropriate allocation of all resources.
- Analyze metrics and measure effectiveness of programs and return of investment goals.
- Assist customer in all integration processes and design various architecture programs for all application layer.

Minimum Education: Bachelor’s degree in Computer Science, Management Information System, Computer Information System, Engineering or equivalent experience.

Minimum/General Experience: 8+ years of related industry experience

Job Title: Integration Developer, Mid-Level

Functional Responsibilities:
- Assist in finalization of all systems and provide support to various stakeholders.
- Analyze all requirements and maintain all architecture business systems and documents.
- Maintain and documents all service contracts and promote optimal level of communications.
- Assist customer in all integration processes and design various architecture programs for all application layer.

Minimum Education: Bachelor’s degree in Computer Science, Management Information System, Computer Information System, Engineering or equivalent experience.

Minimum/General Experience: 6+ years of related industry experience

Job Title: Integration Developer, Associate

Functional Responsibilities:
- Assist in finalization of all systems and provide support to various stakeholders.
- Analyze all requirements and maintain all architecture business systems and documents.
- Maintain and documents all service contracts and promote optimal level of communications.

Minimum Education: Bachelor’s degree in Computer Science, Engineering or equivalent experience.

Minimum/General Experience: 2+ years of related industry experience
**Job Title:** Programmer, Architect  

**Functional Responsibilities:**  
- Develops and maintains applications and databases by evaluating client needs; analyzing requirements; developing software systems.  
- Enhances staff accomplishments and competence by planning delivery of solutions; answering technical and procedural questions for less experienced team members; teaching improved processes; mentoring team members.  
- Identifies requirements by establishing personal rapport with potential and actual clients and with other persons in a position to understand service requirements.  
- Arranges project requirements in programming sequence by analyzing requirements; preparing a work flow chart and diagram using knowledge of computer capabilities, subject matter, programming language, and logic.  
- Programs the computer by encoding project requirements in computer language; entering coded information into the computer.  
- Provides reference for use of prime and personal computers by writing and maintaining user documentation; maintaining a help desk.  
- Maintains computer systems and programming guidelines by writing and updating policies and procedures.  
- Maintains professional and technical knowledge by attending educational workshops; reviewing professional publications; establishing personal networks; participating in professional societies.  
- Protects operations by keeping information confidential.  
- Contributes to team effort by accomplishing related results as needed.  

**Minimum Education:** Bachelor’s degree in Computer Science, Management Information System, Computer Information System, Engineering or equivalent experience.  

**Minimum/General Experience:** 10+ years of related industry experience

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**Job Title:** Programmer, Senior  

**Functional Responsibilities:**  
- Develops and maintains applications and databases by evaluating client needs; analyzing requirements; developing software systems.  
- Enhances staff accomplishments and competence by planning delivery of solutions; answering technical and procedural questions for less experienced team members; teaching improved processes; mentoring team members.  
- Programs the computer by encoding project requirements in computer language; entering coded information into the computer.  
- Provides reference for use of prime and personal computers by writing and maintaining user documentation; maintaining a help desk.  
- Maintains computer systems and programming guidelines by writing and updating policies and procedures.  

**Minimum Education:** Bachelor’s degree in Computer Science, Management Information System, Computer Information System, Engineering or equivalent experience.  

**Minimum/General Experience:** 8+ years of related industry experience

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**Job Title:** Programmer, Mid-Level  

**Functional Responsibilities:**  
- Codes, and tests software based upon software specifications and designs.  
- Uses sound software engineering principles to ensure that developed code is modifiable efficient, reliable, understandable, and fault tolerant.  
- Provides software process management software process management and control throughout the coding portion of the software development process.  

**Minimum Education:** Bachelor’s degree in Computer Science, Management Information System, Computer Information System, Engineering or equivalent experience.  

**Minimum/General Experience:** 6+ years of related industry experience

---

**Job Title:** Programmer, Associate  

**Functional Responsibilities:**  
- Codes, and tests software based upon software specifications and designs.  
- Uses sound software engineering principles to ensure that developed code is modifiable efficient, reliable, understandable, and fault tolerant.  

**Minimum Education:** Bachelor’s degree in Computer Science, Engineering or equivalent experience.  

**Minimum/General Experience:** 2+ years of related industry experience
**Job Title:** System Administrator, Architect  
**Functional Responsibilities:**  
- Completes work assignments and supports business-specific projects by applying expertise in subject area; supporting the development of work plans to meet business priorities and deadlines.  
- Ensuring team follows all procedures and policies  
- Coordinating and assigning resources to accomplish priorities and deadlines  
- Collaborating cross-functionally to make effective business decisions; solving complex problems  
- Escalating high priority issues or risks, as appropriate  
- Recognizing and capitalizing on improvement opportunities.  
- Meets timelines to drive the delivery of appropriate, sustainable, and prompt solutions.  
- Assists technical and project team members to resolve system problems and application-specific issues.  
- Supports the stability, availability, and performance of enterprise systems (e.g., systems, applications, network, databases, storage, security) by performing complex systems analysis to identify problems, trends, and opportunities for improvement.  
- Provides first and second level support for enterprise systems and systems in one or more additional IT domains by diagnosing, troubleshooting, and resolving complex incidents to minimize system issues.  
- Escalates unresolved or critical issues, risks or problems to system engineers.  
- Supports communications with product users and suppliers to share information, identify opportunities, resolve problems, prioritize customer requirements, and maintain continuous improvement through customer feedback.  
- Plans and performs complex system configuration.  
- Participates in installs, upgrades, or decommissions of designated systems, products, and infrastructure.  
- Creates documentation of new and existing system configuration and procedural information, and ensures system configurations documentation is complete and accurate.  
- Plans the implementation of hardware and software changes into environments and one or more additional IT production environments by performing impact analyses of system changes.  
- Supports vendor support activities, as appropriate.  
- Participates in and influences change management processes.  
- Defines the maintenance, modification, and documentation of complex and advanced applications.  
- Supports the development of guidelines to prevent and/or resolve recurring problems.  
- Recommends and executes performance tuning and optimization activities.  

**Minimum Education:** Bachelor’s degree in Computer Science, Management Information System, Computer Information System, Engineering or equivalent experience.  
**Minimum/General Experience:** 10+ years of related industry experience  

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**Job Title:** System Administrator, Senior  
**Functional Responsibilities:**  
- Cooperating cross-functionally to make effective business decisions; solving complex problems  
- Escalating high priority issues or risks, as appropriate  
- Meets timelines to drive the delivery of appropriate, sustainable, and prompt solutions.  
- Assists technical and project team members to resolve system problems and application-specific issues.  
- Supports the stability, availability, and performance of enterprise systems (e.g., systems, applications, network, databases, storage, security) by performing complex systems analysis to identify problems, trends, and opportunities for improvement.  
- Provides first and second level support for enterprise systems and systems in one or more additional IT domains by diagnosing, troubleshooting, and resolving complex incidents to minimize system issues.  
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- Defines the maintenance, modification, and documentation of complex and advanced applications.  
- Supports the development of guidelines to prevent and/or resolve recurring problems.  
- Recommends and executes performance tuning and optimization activities.  

**Minimum Education:** Bachelor’s degree in Computer Science, Management Information System, Computer Information System, Engineering or equivalent experience.  
**Minimum/General Experience:** 8+ years of related industry experience
**Job Title:** System Administrator, Mid-Level

**Functional Responsibilities:**
- Escalating high priority issues or risks, as appropriate
- Meets timelines to drive the delivery of appropriate, sustainable, and prompt solutions.
- Assists technical and project team members to resolve system problems and application-specific issues.
- Plans and performs complex system configuration.
- Participates in installs, upgrades, or decommissions of designated systems, products, and infrastructure.
- Creates documentation of new and existing system configuration and procedural information, and ensures system configurations documentation is complete and accurate.
- Defines the maintenance, modification, and documentation of complex and advanced applications.
- Supports the development of guidelines to prevent and/or resolve recurring problems.
- Recommends and executes performance tuning and optimization activities.

**Minimum Education:** Bachelor’s degree in Computer Science, Management Information System, Computer Information System, Engineering or equivalent experience.

**Minimum/General Experience:** 6+ years of related industry experience

---

**Job Title:** System Administrator, Associate

**Functional Responsibilities:**
- Meets timelines to drive the delivery of appropriate, sustainable, and prompt solutions.
- Assists technical and project team members to resolve system problems and application-specific issues.
- Participates in installs, upgrades, or decommissions of designated systems, products, and infrastructure.
- Creates documentation of new and existing system configuration and procedural information, and ensures system configurations documentation is complete and accurate.
- Supports the development of guidelines to prevent and/or resolve recurring problems.
- Executes performance tuning and optimization activities.

**Minimum Education:** Bachelor’s degree in Computer Science, Engineering or equivalent experience.

**Minimum/General Experience:** 2+ years of related industry experience

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**Job Title:** Helpdesk Support

**Functional Responsibilities:**
- Provides user support to business users
- Experience supporting a variety of COTS applications and processes
- Serves as the initial point of contact for troubleshooting hardware/software PC and printer problems.

**Minimum Education:** Bachelor’s degree in Computer Science, Engineering or equivalent experience.

**Minimum/General Experience:** 2+ years of related industry experience

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**Job Title:** Helpdesk Coordinator

**Functional Responsibilities:**
- Staff the Help Desk.
- Answers user’s calls and records all necessary information.
- Offers assistance over the phone and follows the problem through to resolution.
- Assigns center, or appropriate area for resolution.
- Logs and reports data on the number and type of calls received.

**Minimum Education:** Bachelor’s degree in Computer Science, Engineering or equivalent experience.

**Minimum/General Experience:** 2+ years of related industry experience

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Page | 29
## Service GSA Rates

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