GENERAL SERVICES ADMINISTRATION
FEDERAL SUPPLY SERVICE
AUTHORIZED FEDERAL SUPPLY SCHEDULE PRICELIST
MULTIPLE AWARD SCHEDULE

**Services**
IT & Telecom-Other IT and Telecommunications Services

**FSC/PSC Class**
D399

**Contract Number:** 47QTCA18D00H9
For more information on ordering from Federal Supply Schedules click on the FSS Schedules button at fss.gsa.gov.

**Contract Period:** August 15, 2018 to August 14, 2023
Price list current as of Modification #A812

10novate, Inc.
605 N. Lincoln Street, Arlington, VA 22201
Phone: 571-228-6543
Fax: 703-816-0296
Web Site: [www.10novate.com](http://www.10novate.com)
Contact for Contract Administration: Tricia Iveson, CEO
Email for Contract Administration: Tricia.Iveson@10novate.com
BUSINESS SIZE: WOMAN-OWNED SMALL BUSINESS
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Customer Information

1a. Awarded special item number cross-referenced to item description:

<table>
<thead>
<tr>
<th>SIN</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>54151S</td>
<td>IT Professional Services and/or labor categories for database planning and design; systems analysis, integration, and design; programming, conversion and implementation support; network services, data/records management, and testing.</td>
</tr>
</tbody>
</table>

1b. Lowest priced model number for each special item number awarded in the contract:

<table>
<thead>
<tr>
<th>SIN</th>
<th>Lowest Priced Items</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>54151S</td>
<td>Junior Quality Assurance Engineer</td>
<td>$60.72</td>
</tr>
</tbody>
</table>

1c. Hourly rates: See Pricing Below

2. Maximum order. $500,000

3. Minimum order. $100.00

4. Geographic coverage (delivery area). Domestic and Overseas

5. Point(s) of production (city, county, and State or foreign country). US

6. Discount from list prices or statement of net price. Prices shown herein are Net (discounts deducted).

7. Quantity discounts. None

8. Prompt payment terms. Net 30 days

9a. Government purchase cards are accepted at or below the micro-purchase threshold.

9b. Government purchase cards are accepted above the micro purchase threshold.

10. Foreign items (list items by country of origin). N/A

11a. Time of delivery: Specified on the Task Order

11b. Expedited Delivery: As agreed to between 10novate and the ordering activity.

11c. Overnight and 2-day Delivery: As agreed to between 10novate and the ordering activity.

11d. Urgent Requirements: As agreed to between 10novate and the ordering activity.

12. FOB Point: Destination

13a. Contractor’s Ordering Address and Payment Information:

    10novate, Inc.
    605 N. Lincoln Street
    Arlington, VA 22201
    Attn: Tricia Iveson
    Phone: 571-228-6543
    Fax: 703-816-0296
13b. Ordering procedures: For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPA’s) are found in Federal Acquisition Regulation (FAR) 8.405-3.

14. Payment Address(es):
   10novate, Inc.
   605 N. Lincoln Street
   Arlington, VA 22201

   Bank account information for ACH or EFT payments will be shown on the invoice.

15. Warranty Provision: SCW

16. Export Packing Charges: N/A

17. Terms and conditions of Government purchase card acceptance: N/A

18. Terms and conditions of rental, maintenance, and repair: N/A

19. Terms and conditions of installation: N/A

20. Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices: N/A

20a. Terms and conditions for any other services: None

21. List of service and distribution points: N/A

22. List of participating dealers: N/A

23. Preventive maintenance: N/A

24a. Special attributes such as environmental attributes: None

24b. Section 508 compliance for Electronic and Information Technology (EIT) supplies and services: N/A

25. Data Universal Number System (DUNS) number: 079183903

26. Notification regarding registration in System for Award Management (SAM) registration database: Contractor has an active and current registration in the SAM database.
Terms and Conditions – IT Professional Services: SIN 54151S

1. SCOPE

a. The prices, terms and conditions stated under Special Item Number 54151S Information Technology Professional Services apply exclusively to IT/IAM Professional Services within the scope of this Multiple Award 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/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.

Labor Category Descriptions – IT Professional Services: SIN 54151S

<table>
<thead>
<tr>
<th>Labor Category Name</th>
<th>Labor Category Description</th>
<th>Minimum Education</th>
<th>Minimum Experience</th>
</tr>
</thead>
</table>
| Project Director    | Minimum/General Experience:  
• Requires a minimum of 12 years of experience leading multiple large-scale technical projects and/or a portfolio of projects  
• PMP certification  
• Under limited supervision, directs and manages the operation of several IT-based program/projects from complex system engineering, software development, system support, analytics applications, complex databases and/or technology infrastructure projects  
• Administration/management monitoring responsibilities include but may not be limited to: establishment of goals, objectives, performance requirements, standards, and accountability; administration of program costs, budget, and management and operation of programs. Functional Responsibility:  
• Directs the completion of multiple information technology projects | Bachelor’s Degree. Master’s degree may be substituted with two years less experience. | 12 years |
<table>
<thead>
<tr>
<th>Labor Category Name</th>
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<th>Minimum Education</th>
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<tr>
<td></td>
<td>• Implements company operating procedures, standards and guidelines to ensure product quality.</td>
<td>Bachelor’s Degree. Master’s degree may be substituted with two years less experience.</td>
<td>7 years</td>
</tr>
<tr>
<td></td>
<td>• Reviews projects to determine costs, timeline, funding, staffing requirements, and goals. Oversees the work of project managers and their project teams.</td>
<td>Bachelor’s Degree. Master’s degree may be substituted with two years less experience.</td>
<td>7 years</td>
</tr>
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<td></td>
<td>• Builds and maintains working relationships with customer, and other departments involved in the projects and provides technical guidance.</td>
<td>Bachelor’s Degree. Master’s degree may be substituted with two years less experience.</td>
<td>7 years</td>
</tr>
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<td></td>
<td>• Ensures operational planning and capabilities are continuously attuned to customer trends, market fluctuations and changes in technology.</td>
<td>Bachelor’s Degree. Master’s degree may be substituted with two years less experience.</td>
<td>7 years</td>
</tr>
<tr>
<td></td>
<td>• Sets deadlines, assigns responsibilities, and monitors and summarizes progress of project and/or program.</td>
<td>Bachelor’s Degree. Master’s degree may be substituted with two years less experience.</td>
<td>7 years</td>
</tr>
<tr>
<td></td>
<td>• Responsible for tracking all projects and providing guidance in the analysis.</td>
<td>Bachelor’s Degree. Master’s degree may be substituted with two years less experience.</td>
<td>7 years</td>
</tr>
<tr>
<td></td>
<td>• Ensures maximum service is obtained from all operations through efficient use of personnel, equipment, and quality assurance.</td>
<td>Bachelor’s Degree. Master’s degree may be substituted with two years less experience.</td>
<td>7 years</td>
</tr>
</tbody>
</table>

| Project Manager Minimum/General Experience: | Requires minimum 7 years of experience leading large-scale technical project. | Bachelor’s Degree. Master’s degree may be substituted with two years less experience. | 7 years |
| Functional Responsibility: | Under broad supervision, provides management and technical direction to one or multiple IT-based projects from complex system engineering, software development, system support, analytics applications, complex databases and/or technology infrastructure projects. | Bachelor’s Degree. Master’s degree may be substituted with two years less experience. | 7 years |
| | • Responsible for the coordination, and completion of information technology projects | Bachelor’s Degree. Master’s degree may be substituted with two years less experience. | 7 years |
| | • Serves as the primary interface between client, and organization. | Bachelor’s Degree. Master’s degree may be substituted with two years less experience. | 7 years |
| | • Develops and manages detailed project management plans, schedules, and status reports to oversee all aspects of projects. | Bachelor’s Degree. Master’s degree may be substituted with two years less experience. | 7 years |
| | • Sets deadlines, assigns responsibilities, and monitors and summarizes progress of project. | Bachelor’s Degree. Master’s degree may be substituted with two years less experience. | 7 years |
| | • Supports marketing personnel in identifying and acquiring potential business. Participates in technical presentations and bid and proposal responses. | Bachelor’s Degree. Master’s degree may be substituted with two years less experience. | 7 years |
| | • Builds and maintains working relationships with customer, and other departments involved in the projects and provides technical guidance. | Bachelor’s Degree. Master’s degree may be substituted with two years less experience. | 7 years |
| | • Conducts project status and team meetings. | Bachelor’s Degree. Master’s degree may be substituted with two years less experience. | 7 years |
| | • Responsible for tracking all projects and provide guidance in the project analysis. | Bachelor’s Degree. Master’s degree may be substituted with two years less experience. | 7 years |
| | • Ensures adherence to quality standards and reviews all projects and their deliverables. | Bachelor’s Degree. Master’s degree may be substituted with two years less experience. | 7 years |
| | • Prepares reports for customer regarding status of all projects. | Bachelor’s Degree. Master’s degree may be substituted with two years less experience. | 7 years |

<p>| Technical Architect Minimum/General Experience: | Requires minimum 7 years of experience in technical architecture design and development. | Bachelor’s Degree. Master’s degree may be substituted with two years less experience. | 7 years |
| | 5 or more years of experience with the design, execution, and oversight of large-scale information technology (IT) projects. This includes experience in the design and development of integrated systems. | Bachelor’s Degree. Master’s degree may be substituted with two years less experience. | 7 years |</p>
<table>
<thead>
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|                     | enterprise-wide Commercial-Off-the-Shelf (COTS) and Government-Off-the -Shelf (GOTS) software and hardware solutions  
• Requires experience using system lifecycle documentation to meet SDLC requirements  
**Functional Responsibility:**  
• Leads the design of complex enterprise-wide IT solutions which incorporate technical infrastructure, hardware, and software  
• Supports business case analysis and identification of alternative solutions and resulting business impacts  
• Leads detailed design of complex enterprise IT solutions involving multiple COTS/GOTS applications, processing platforms, and legacy system  
• Detailed migration planning and trade-off analysis; GOTS/COTS software installation and configuration for multiple functional modules of enterprise software  
• Design database applications, such as interfaces, data transfer mechanisms, global temporary tables, data partitions, and function-based indexes to enable efficient access of the generic database structure  
• Design databases to support business applications, ensuring system scalability, security, performance and reliability  
• Design and develop data models and architectures for applications, metadata tables, views or related database structures.  
• Design and develop load-balancing processes to eliminate down time for backup processes  
• Design, develop and document technical system architectures  
• Develop technical architectural strategies at the modeling, design and implementation stages to address business or industry requirements  
• Collaborate with system architects, software architects, design analysts, and others to understand business or industry requirements  
• Create and enforce system standards  
• Demonstrate technical functionality, such as performance, security and reliability | with two years less experience. | |
| Senior Software Developer | **Minimum/General Experience:**  
• Requires minimum 7 years of experience in software development of complex technology applications  
• 3 or more years of experience in application design and development using agile methodology and/or UML, Sequence diagrams, Use Cases  
• 3 or more years of experience in database technologies  
• Must be highly proficient and have demonstrated ability in designing, coding, debugging, testing, and documenting programs  
• Ability to develop and integrate enterprise wide software  
• Experience designing and programing applications in advanced application technologies  
• Ability to write technical documents and provide presentations to the customer | Bachelor’s Degree.  
Master’s degree may be substituted with two years less experience. | 7 years |
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</table>
| Mid-Software Developer | **Minimum/General Experience:**  
  • Requires minimum 3 years of experience in software development  
  of complex technology applications  
  • 2 or more years of experience in application design and  
  development using agile methodology and/or UML, Sequence  
  diagrams, Use Cases  
  • 2 or more years of experience in database technologies  
  • Must be highly proficient and have demonstrated ability in  
  designing, coding, debugging, testing, and documenting programs  
  • Ability to develop and integrate enterprise wide software  
  • Experience designing and programing applications in advanced  
  application technologies  
  • Ability to write technical documents and provide presentations to  
  the customer  
  • Requires experience in managing of functional and technical  
  requirements, designing documents and other system life-cycle  
  documentation to meet SDLC requirements  
  **Functional Responsibility:**  
  • Codes, tests, debugs, implements, and documents programs and  
  technical solutions  
  • Adheres to coding standards defined by technical management  
  • Understands standard systems development lifecycle processes and  
  applies appropriate methodologies in client engagements | Bachelor’s Degree.  
Master’s degree may be substituted with two years less experience. | 3 years |
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| Senior Systems Analyst | • Participates in functional requirements and design document and other system lifecycle documentation to meet SDLC requirements  
• Creates appropriate documentation in work assignments such as program code, and technical documentation  
• Gathers information from existing systems, analyzes program and time requirements  
• Assists senior technical manager in preparing time estimates and justification for assigned tasks. Supports project personnel in resolving complex program problems.  
• Works with client and management to resolve issues and validate programming requirements within their areas of responsibility  
• Follows direction on complex programming issues towards resolution  
• Strong verbal, written, and interpersonal communication skills with both technical and non-technical audiences  
• Experience in communicating functional and technical requirements to the mid and junior developers and facilitate the development of solutions  
• Ability to work under a lead and take work guidance  
• Conducts quality assurance activities such as peer reviews, testing, etc.  
**Minimum/General Experience:**  
• Requires minimum 7 years of professional experience demonstrating ability to perform system analysis  
• Minimum 3 years of specialized experience in systems analysis  
**Functional Responsibility:**  
• Leads systems analysis of computer and networking systems  
• Researches, analyzes, and modifies software application systems including encoding, testing, debugging, and installing.  
• Participates in the design of business processes and facilitates them within systems development  
• Coordinates definition, design, and implementation of solutions  
• Overseas the overall integration of all systems components within a predefined environment  
• Analyzes and develops technical and functional documentation  
• Gathers information from existing systems, analyzes systems and time requirements  
| Associate’s or Bachelor’s degree in related area of business information systems, computer science or engineering.  
Master’s degree may be substituted with 2 years less experience | 7 years professional experience.  
3 years’ experience in systems analysis |
| Senior Business Analyst | **Minimum/General Experience:**  
• Requires minimum 7 years of professional experience demonstrating an ability to perform business analysis  
• Minimum 3 years of specialized experience in business analysis  
**Functional Responsibility:**  
• Work with clients to develop and improve business processes and understand client requirements, specifying and analyzing these to a sufficient level of detail to ensure clarity of definition  
• Provide tutorship to junior analysts  
| Associate’s or Bachelor’s degree in related area of business information systems, computer science or engineering.  
7 years professional experience.  
3 years’ experience in business analysis |
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| • Collect, write formal specifications and communicate business requirements between development and client to design and implement business solutions  
• Responsible for the collection, analysis and documentation of a client's business needs and requirements  
• Use a structured change management process to shepherd projects from requirements gathering through completion  
• Identify, recommend and develop methods, tools and metrics for client business process and operational support  
• Identify business priorities and advises client on options  
• Develop relationships with clients by being proactive, display a thorough understanding of their business, and provide innovative business solutions  
• Recommend metrics to ensure customer satisfaction  
• Develop user help and technical support documentation  
• Communicate usability issues regarding product interface | Master's degree may be substituted with 2 years less experience | |
| Senior QA Engineer | Minimum/General Experience:  
• Requires minimum 7 years of professional experience as a quality assurance Engineer  
• 5 years of specialized experience in test management software and test automation tools  
• Excellent working knowledge of business and technical English, spelling and grammar  
• Ability to communicate clearly, both verbally and in writing  
Functional Responsibility:  
• Analyzes and identifies system defects through functional, regression, and performance testing. Appropriately escalate these issues as defined by the processes  
• Builds, maintains, and executes manual functional tests, uses automation tools, and creates reports using defined process and resources  
• Works with project and/or QA managers, developers, system, and business analysts to ensure quality solutions that meet functional and technical requirements  
• Develops and maintains a clear and concise statistical and metric-based reporting of testing progress including reports and dashboards  
• Promotes the creation, maintenance, reviews, and adherence to IT QA processes and procedures  
• Provides input to IT management on tactical and strategic directions as it relates to quality assurance  
• Helps establish and support the testing environment and the testing lifecycle by ensuring the proper resolution of defects with the assistance of the IT support teams  
• Develops automated testing scripts and code modules for testing automation  
• Helps establish and follows test automation coding standards and techniques  
• Shows a strong attention to development detail, produces high-quality test plans, test cases and test automation code  | Bachelor’s Degree.  
Master’s degree may be substituted with two years less experience. | 7 years |
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<tr>
<td>Mid-QA Engineer</td>
<td><strong>Minimum/General Experience:</strong>&lt;br&gt;- Requires minimum 3 years of professional experience demonstrating responsibilities in quality assurance and quality control&lt;br&gt;- 2 years of specialized Quality Assurance experience to include Configuration Management, verification and validation, system/software testing and integration, software metrics and their application to system/software quality assessment&lt;br&gt;&lt;br&gt;<strong>Functional Responsibility:</strong>&lt;br&gt;- Maintains, and monitors processes for evaluating software and associated documentation&lt;br&gt;- Manages and monitors quality metrics&lt;br&gt;- Conducts quality monitoring and control activities as per SDLC requirements&lt;br&gt;- Controls and Monitors quality throughout the software life cycle&lt;br&gt;- Conducts formal and informal reviews throughout the SDLC&lt;br&gt;- Performs scheduling, planning and conducting quality program audits of various systems and processes.&lt;br&gt;- Prepares written reports, memoranda and correspondence detailing results of audits or other assignments.&lt;br&gt;&lt;br&gt;Bachelor’s Degree. Master’s degree may be substituted with two years less experience</td>
<td>Bachelor’s Degree. Master’s degree may be substituted with two years less experience</td>
<td>3 years</td>
</tr>
<tr>
<td>Junior QA Engineer</td>
<td><strong>Minimum/General Experience:</strong>&lt;br&gt;- Requires a Bachelor’s degree. May have 1-3 years of professional experience demonstrating responsibilities in quality assurance and quality control&lt;br&gt;- Has knowledge of commonly-used concepts, practices, and procedures within specialized Quality Assurance to include Configuration Management, verification and validation, system/software testing and integration, software metrics and their application to system/software quality assessment&lt;br&gt;&lt;br&gt;<strong>Functional Responsibility:</strong>&lt;br&gt;- Assists in processes for evaluating software and associated documentation&lt;br&gt;- Interacts with others to manage and monitor quality metrics&lt;br&gt;- Assists with quality monitoring and control activities as per SDLC requirements&lt;br&gt;- Supports formal and informal reviews throughout the SDLC&lt;br&gt;- Identifies functional problems and suggests resolutions.&lt;br&gt;- Prepares written reports, memoranda and correspondence detailing results of audits or other assignments.&lt;br&gt;&lt;br&gt;Bachelor’s degree</td>
<td>Bachelor’s degree</td>
<td>Up to 3 years</td>
</tr>
<tr>
<td>Senior Database Administrator</td>
<td><strong>Minimum/General Experience:</strong>&lt;br&gt;- Requires minimum 7 years of professional experience demonstrating responsibilities in designing, implementing and maintaining complex databases&lt;br&gt;&lt;br&gt;<strong>Functional Responsibility:</strong>&lt;br&gt;- Performs activities associated with database access methods, access time, device allocation, validation checks, organization, protection and security, documentation and statistical methods.&lt;br&gt;- Monitors the performance, scalability and security and resolves any issues.&lt;br&gt;&lt;br&gt;Bachelor’s degree. Master’s degree may be substituted with two years less experience</td>
<td>Bachelor’s degree. Master’s degree may be substituted with two years less experience</td>
<td>7 years</td>
</tr>
<tr>
<td>Labor Category Name</td>
<td>Labor Category Description</td>
<td>Minimum Education</td>
<td>Minimum Experience</td>
</tr>
<tr>
<td>---------------------</td>
<td>----------------------------</td>
<td>-------------------</td>
<td>--------------------</td>
</tr>
</tbody>
</table>
| **Database Developer** | **Minimum/General Experience:**  
  • Requires minimum 4 years of professional experience demonstrating comprehensive knowledge of database technologies, along with solid coding and computer system skills.  
  **Functional Responsibility:**  
  • Plans, designs, develops and implements an organization's databases.  
  • Applies knowledge and experience with database technologies, development methodologies, and front-end/back-end programming languages.  
  • Performs database programming and supports systems design. | Bachelor’s degree | 4 years |
| **Data Analyst** | **Minimum/General Experience:**  
  • Requires minimum 2 years of professional experience demonstrating responsibilities in applying analytic and software engineering methodologies and principles to address client needs.  
  **Functional Responsibility:**  
  • Applies analytic and software engineering methodologies and principles to address client needs.  
  • Performs high-level analysis and quality control to produce highly complex data products.  
  • Performs work of a moderately complex nature under the direction of senior staff. | Bachelor’s degree | 2 years |
| **Data Scientist** | **Minimum/General Experience:**  
  • Requires minimum 4 years of professional experience demonstrating responsibilities in carrying out specific statistical analytical processes, including data collection, programming, and experimental design and analysis.  
  **Functional Responsibility:**  
  • Collects data, implements data models and develops database to support analytical solutions.  
  • Interprets results from multiple sources using a variety of techniques, ranging from simple data aggregation via statistical analysis to complex data mining.  
  • Performs work of a moderately complex nature under the direction of senior staff. | Bachelor’s degree,  
  Master’s degree may be substituted with two years less experience. | 4 years |
| **Senior Data Scientist** | **Minimum/General Experience:**  
  • Requires minimum 7 years of professional experience demonstrating responsibilities in carrying out specific statistical analytical processes, including data collection, programming, and experimental design and analysis.  
  **Functional Responsibility:**  
  • Collects data, implements data models and develops database to support analytical solutions.  
  • Interprets results from multiple sources using a variety of techniques, ranging from simple data aggregation via statistical analysis to complex data mining.  
  • Performs work of a highly complex nature independently. | Bachelor’s degree,  
  Master’s degree may be substituted with two years less experience. | 7 years |
## Rates – IT Professional Services: SIN 54151S

<table>
<thead>
<tr>
<th>Labor Category</th>
<th>Year 1</th>
<th>Year 2</th>
<th>Year 3</th>
<th>Year 4</th>
<th>Year 5</th>
</tr>
</thead>
<tbody>
<tr>
<td>Project Director</td>
<td>$179.55</td>
<td>$184.75</td>
<td>$190.11</td>
<td>$195.62</td>
<td>$201.30</td>
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<tr>
<td>Project Manager</td>
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<td>$128.30</td>
<td>$132.02</td>
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<td>Technical Architect</td>
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<td>$135.21</td>
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<tr>
<td>Senior Software Developer</td>
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<tr>
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<td>$112.32</td>
<td>$115.58</td>
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<tr>
<td>Senior Systems Analyst</td>
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<td>$117.58</td>
<td>$120.98</td>
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<td>Senior Business Analyst</td>
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<td>$114.62</td>
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<tr>
<td>Senior Quality Assurance Engineer</td>
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<td>$97.61</td>
<td>$100.44</td>
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<tr>
<td>Mid Quality Assurance Engineer</td>
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<td>Junior Quality Assurance Engineer</td>
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<td>Senior Database Administrator</td>
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<td>Data Scientist</td>
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<tr>
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