



*Schedule # 70 –General Purpose Commercial Information Technology Equipment, Software and Services
Solicitation FCIS-JB980001-B Refresh Number: 48*

**U.S. GENERAL SERVICES ADMINISTRATION
FEDERAL SUPPLY SERVICE
AUTHORIZED FEDERAL SUPPLY SCHEDULE PRICE LIST**



On-line access to contract ordering information, terms and conditions, up-to-date pricing, and the option to create an electronic delivery order are available through GSA Advantage!®, a menu-driven database system. The INTERNET address GSA Advantage!® is: GSAAdvantage.gov.

CONTRACT #: 47QTCA19D000B

Contract Period: October 5, 2018 through October 4, 2023

SIN 132-51 Information Technology Professional Services

--Subject to Cooperative Purchasing Program--

Contract Administrator

Ms. Nichelle L. Early

Phone: 703-468-2221 x 700

Mobile: 571-282-5222

Fax: 1-877-322-4364

Email: Nichelle.Early@BreakForthSolutions.com



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SECTION I - Customer Information

1a. Awarded Special Item Numbers

- **SIN 132-51 Information Technology (IT) Professional Services**

FSC/PSC Class D302 IT AND TELECOM- SYSTEMS DEVELOPMENT

- **Systems Development Services**

FSC/PSC Class D306 IT AND TELECOM- SYSTEMS ANALYSIS

- **Systems Analysis Services**

FSC/PSC Class D316 IT AND TELECOM- TELECOMMUNICATIONS NETWORK MANAGEMENT

- **IT Network Management Services**

1b. Identification of lowest prices

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.

- SIN 132-51 Records Management Specialist – \$51.89

1c. Hourly Rates, Job Titles, Experience, and Descriptions

If the Contractor is proposing hourly rates, a description of all corresponding commercial job titles, experience, functional responsibility and education for those types of employees or subcontractors who will perform services shall be provided. If hourly rates are not applicable, indicate “Not applicable” for this item.

- See pages 12-28 – GSA Pricing, Labor Category Descriptions, Education/Experience Exceptions

2. Maximum Order:

- SIN 132-51 - \$500,000

3. Minimum Order:

- SIN 132-51 - \$100

4. Geographic coverage (delivery area):

- Domestic Delivery - Domestic delivery is delivery within the 48 contiguous states, Alaska, Hawaii, Puerto Rico, Washington, DC, and U.S. Territories. Domestic delivery also includes a port or consolidation point, within the aforementioned areas, for orders received from overseas activities.

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

- N/A

6. Pricing

- Prices Shown are the government's net prices; Basic Discounts have been deducted.

7. Quantity Discounts:

- N/A

8. Payment Terms

- 1% 10 Days/Net 30 Days

9. Government Purchase Card

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

9b. The Contractor and the ordering agency may agree to use the credit card for dollar amounts over the micro-purchase level.

10. Foreign Items (list items by country of origin):

- None

11. Delivery Terms

11a. **Time of Delivery:** To be negotiated at the Task Order Level or as negotiated with the ordering activity.

11b. **Expedited Delivery:** To be negotiated at the Task Order Level or as negotiated with the ordering activity.

11c. **Overnight and 2-Day Delivery:** To be negotiated at the Task Order Level or as negotiated with the ordering activity.

11d. **Urgent Requirements:** To be negotiated at the Task Order Level or as negotiated with the ordering activity.

12. F.O.B. Point(s)

- Destination

13a. Ordering Address

BreakForth Solutions, Incorporated (BSi)

13164 Piedmont Vista Dr.
Haymarket, VA 20169
Ph. 703-468-2221 or 571-282-5222
Fax: 1-877-322-4364
Email: Contracts@BreakForthSolutions.com

13b. Ordering Procedures

Ordering activities will use the ordering procedures of Federal Acquisition Regulation (FAR) 8.405 when placing an order or establishing a BPA for supplies or services. These procedures apply to all Schedules.

- a. FAR 8.405-1 Ordering procedures for supplies, and services not requiring a statement of work.
- b. FAR 8.405-2 Ordering procedures for services requiring a statement of work.
- c. FAR 8.405-3 Ordering procedures for Blanket Purchase Agreements (BPA's).

14. Payment Address:

BreakForth Solutions Incorporated

14658 Gap Way, #1231
Haymarket, VA 20169

15. Warranty Provision:

- None

16. Export Packing Charges:

- Not Applicable

17. Government Purchase Card

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

- Not Applicable

18. Terms and conditions of rental, maintenance, and repair (if applicable).

- Not Applicable

19. Terms and conditions of installation, (if applicable).

- Not Applicable

20. Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices (if applicable):

- Not Applicable

20a. Terms and conditions for any other services (if applicable).

- Not Applicable

21. List of service and distribution points (if applicable).

- Not Applicable

22. List of participating dealers (if applicable).

- Not Applicable

23. Preventive maintenance (if applicable).

- Not Applicable

Special Attributes and Compliance

24a. Special attributes such as environmental attributes (e.g., recycled content, energy efficiency, and/or reduced pollutants).

- 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/.

25. Data Universal Number System (DUNS):

- 078494992

26. SAM.Gov Registration

- BreakForth Solutions Incorporated is registered in the SAM.gov database. Registration is active and current.

SECTION II TERMS AND CONDITIONS

APPLICABLE TO INFORMATION TECHNOLOGY (IT) PROFESSIONAL SERVICES (SPECIAL ITEM NUMBER 132-51)

******NOTE: All non-professional labor categories must be incidental to, and used solely to support professional services, and cannot be purchased separately.**

1. SCOPE

- a. The prices, terms and conditions stated under Special Item Number 132-51 Information Technology Professional Services apply exclusively to IT Professional Services within the scope of this Information Technology Schedule.
- b. The Contractor shall provide services at the Contractor's facility and/or at the ordering activity location, as agreed to by the Contractor and the ordering activity.

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

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

3. ORDER

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

4. PERFORMANCE OF SERVICES

- a. The Contractor shall commence performance of services on the date agreed to by the Contractor and the ordering activity.
- b. The Contractor agrees to render services only during normal working hours, unless otherwise agreed to by the Contractor and the ordering activity.

c. The ordering activity should include the criteria for satisfactory completion for each task in the Statement of Work or Delivery Order. Services shall be completed in a good and workmanlike manner.

d. Any Contractor travel required in the performance of IT Services must comply with the Federal Travel Regulation or Joint Travel Regulations, as applicable, in effect on the date(s) the travel is performed. Established Federal Government per diem rates will apply to all Contractor travel. Contractors cannot use GSA city pair contracts.

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

(a) The Contracting Officer may, at any time, by written order to the Contractor, require the Contractor to stop all, or any part, of the work called for by this contract for a period of 90 days after the order is delivered to the Contractor, and for any further period to which the parties may agree. The order shall be specifically identified as a stop-work order issued under this clause. Upon receipt of the order, the Contractor shall immediately comply with its terms and take all reasonable steps to minimize the incurrence of costs allocable to the work covered by the order during the period of work stoppage. Within a period of 90 days after a stop-work is delivered to the Contractor, or within any extension of that period to which the parties shall have agreed, the Contracting Officer shall either-

- (1) Cancel the stop-work order; or
- (2) Terminate the work covered by the order as provided in the Default, or the Termination for Convenience of the Government, clause of this contract.

(b) If a stop-work order issued under this clause is canceled or the period of the order or any extension thereof expires, the Contractor shall resume work. The Contracting Officer shall make an equitable adjustment in the delivery schedule or contract price, or both, and the contract shall be modified, in writing, accordingly, if-

(1) The stop-work order results in an increase in the time required for, or in the Contractor's cost properly allocable to, the performance of any part of this contract; and

(2) The Contractor asserts its right to the adjustment within 30 days after the end of the period of work stoppage; provided, that, if the Contracting Officer decides the facts justify the action, the Contracting Officer may receive and act upon the claim submitted at any time before final payment under this contract.

(c) If a stop-work order is not canceled and the work covered by the order is terminated for the convenience of the Government, the Contracting Officer shall allow reasonable costs resulting from the stop-work order in arriving at the termination settlement.

(d) If a stop-work order is not canceled and the work covered by the order is terminated for default, the Contracting Officer shall allow, by equitable adjustment or otherwise, reasonable costs resulting from the stop-work order.

6. INSPECTION OF SERVICES

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

7. RESPONSIBILITIES OF THE CONTRACTOR

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

8. RESPONSIBILITIES OF THE ORDERING ACTIVITY

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

9. INDEPENDENT CONTRACTOR

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

10. ORGANIZATIONAL CONFLICTS OF INTEREST

a. Definitions.

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

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

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

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

11. INVOICES

The Contractor, upon completion of the work ordered, shall submit invoices for IT 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 PROFESSIONAL SERVICES AND PRICING

- a. The Contractor shall provide a description of each type of IT Service offered under Special Item Numbers 132-51 IT Professional Services should be presented in the same manner as the Contractor sells to its commercial and other ordering activity customers. If the Contractor is proposing hourly rates, a description of all corresponding commercial job titles (labor categories) for those individuals who will perform the service should be provided.
- b. Pricing for all IT Professional Services shall be in accordance with the Contractor's customary commercial practices; e.g., hourly rates, monthly rates, term rates, and/or fixed prices, minimum general experience and minimum education.

SECTION III – LABOR CATEGORY DESCRIPTIONS

Commercial Labor Category	Minimum/General Experience and Years of Experience	Functional Responsibility	Educational Requirements
Certification and Accreditation Certification Officer, II	Minimum 3 specific years experience facilitating Lifecycle Certification and Accreditation (C&A) process; and managing related document repositories and databases.	Advise and assist with the Lifecycle Certification and Accreditation (C&A) process and developing a Systems Security Plan (SSP). Monitor and track projects, read and analyze SSPs, develop an understanding of systems and applications, and coordinate C&A actions and system testing with appropriate security personnel.	Bachelor's degree in Computer Science or a related discipline; or CISSP Certification plus 2 years additional specific experience.
Computer Hardware Engineer, II	Minimum 3 specific years experience executing Hardware Engineering requirements.	Monitor functioning of equipment and make necessary modifications to ensure system operates in conformance with specifications. Test and verify hardware and support peripherals to ensure that they meet specifications and requirements, analyzing and recording test data. Assemble and modify existing pieces of equipment to meet special needs of systems and end-users.	Bachelor's degree in Computer Science, Information Systems, Engineering, or a scientific or technical discipline; or 3 additional years of specific experience.
Configuration Manager, II	Minimum 3 years specific experience performing Configuration Management Requirements.	Responsible for maintenance and continuous improvement of the process, working methods and tools, including configuration management of computer systems, networks and their configurations, workstations and their configuration, software development activity, performance tool development and distribution, and applications distribution. Configuration change tracking and documentation control to include, but not limited to concepts of operation, requirements identification and documentation, preliminary and detailed system definition, system design review, performance monitoring tools and production software. Must be able to write Configuration Management (CM) Plans and audit software change procedures, software development, software testing, and software documentation to verify compliance with software CM plans and procedures.	Associate's degree in Computer Science, Information Systems, Engineering, Business, or a scientific or technical discipline; or 2 years additional specific experience.

Commercial Labor Category	Minimum/General Experience and Years of Experience	Functional Responsibility	Educational Requirements
Cyber Security Analyst, II	Minimum 3 years specific experience performing Cyber Security requirements	Develops technical solutions including: information operations and analysis related to security intrusion analysis, systems & vulnerabilities, network security, advanced analytic tools, data visualization techniques. Competence in computer security, computer networking with TCP/IP, and network operating systems. Experience in computer network defense and in-depth technical knowledge with intrusion detection systems.	Bachelor's degree in computer engineering, computer science, or other closely related IT discipline; or 3 additional years specific experience.
Cyber Security InfoSec Engineer, III	Minimum 7 years specific experience performing cyber security engineering requirements.	Provides IT security engineering, integration services and solutions to include malicious code detection, intrusion detection, and information security tool development and integration.	Bachelor's degree in computer engineering, computer science, or other closely related IT discipline.
Data Analytics Engineer, II	Minimum 3 years specific experience performing Data Analytics requirements.	Apply a variety of analytical techniques to solve customer challenges to include data mining, statistical models, predictive analytics, optimization, risk analysis, and data visualization; Perform hands-on design, development, test and evaluation, and demonstration of advanced prototype software capabilities; experience in one or more languages (Python, Java, JavaScript, C++, R) and Linux scripting; Able to provide mathematical algorithms and implementations to serve the needs of data analysis workflows.	Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or a scientific or technical discipline; or 3 additional years of specific database administrator experience.
Data Analytics Engineer, III	Minimum 7 years specific experience performing Data Analytics requirements.	Apply a variety of analytical techniques to solve customer challenges to include data mining, statistical models, predictive analytics, optimization, risk analysis, and data visualization; Perform hands-on design, development, test and evaluation, and demonstration of advanced prototype software capabilities; experience in one or more languages (Python, Java, JavaScript, C++, R) and Linux scripting; Able to provide mathematical algorithms and implementations to serve the needs of data analysis workflows.	Bachelor's degree in computer engineering, computer science, or other closely related IT discipline.

Commercial Labor Category	Minimum/General Experience and Years of Experience	Functional Responsibility	Educational Requirements
Data Analytics Engineer, IV	Minimum 11 years specific experience performing Data Analytics requirements.	Apply a variety of analytical techniques to solve customer challenges to include data mining, statistical models, predictive analytics, optimization, risk analysis, and data visualization; Perform hands-on design, development, test and evaluation, and demonstration of advanced prototype software capabilities; experience in one or more languages (Python, Java, JavaScript, C++, R) and Linux scripting; Able to provide mathematical algorithms and implementations to serve the needs of data analysis workflows.	Bachelor's degree in computer engineering, computer science, or other closely related IT discipline. Master's degree preferred and accounts for 3 years specific experience.
Data Analytics Engineer, V	Minimum 16 years specific experience performing Data Analytics requirements.	Apply a variety of analytical techniques to solve customer challenges to include data mining, statistical models, predictive analytics, optimization, risk analysis, and data visualization; Perform hands-on design, development, test and evaluation, and demonstration of advanced prototype software capabilities; experience in one or more languages (Python, Java, JavaScript, C++, R) and Linux scripting; Able to provide mathematical algorithms and implementations to serve the needs of data analysis workflows.	Bachelor's degree in computer engineering, computer science, or other closely related IT discipline. Master's degree preferred and accounts for 3 years specific experience.
Database Administrator, II	Minimum 3 years specific experience as Database Administrator.	Set up computer databases, and test and coordinate modifications to the computer database systems. Plans and coordinates security measures data integrity, backup systems, and database security.	Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or a scientific or technical discipline; or 3 additional years of specific database administrator experience.

Commercial Labor Category	Minimum/General Experience and Years of Experience	Functional Responsibility	Educational Requirements
Database Administrator, III	Minimum 7 years specific experience as Database Administrator.	Perform server and storage capacity management and planning for complex and critical systems; Identify user requirements, set up computer databases, and test and coordinate modifications to the computer database systems; Ensures the performance of the system; Plans and coordinates security measures data integrity, backup systems, and database security.	Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or a scientific or technical discipline.
Database Engineer/ Developer, III	Minimum 7 years specific experience performing Database Development Requirements.	Responsible for capacity planning. Provides support for implementation, troubleshooting and maintenance of IT systems databases. Manages any processes related to applicable databases. Provides support to IT systems databases including: day-to-day operations, monitoring and problem resolution.	Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or a scientific or technical discipline; Master's Degree in Computer Science is preferred.
Documentation Specialist, II	Minimum 3 years specific experience performing Documentation or relative requirements.	Gathers, analyzes, and composes technical information. Conducts research and ensures the use of proper technical terminology. Translates technical information into clear, readable documents to be used by technical and non-technical personnel. Supports the development of all types of documents and reports by developing and updating graphics presentations to improve the quality and enhance the usability of these documents.	Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or a scientific or technical discipline; or 3 additional years of specific experience.
Documentation Specialist, III	Minimum 7 years specific experience performing Documentation or relative requirements.	Gathers, analyzes, and composes technical information. Conducts research and ensures the use of proper technical terminology. Translates technical information into clear, readable documents to be used by technical and non-technical personnel. Supports the development of all types of documents and reports by developing and updating graphics presentations to improve the quality and enhance the usability of these documents.	Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or a scientific or technical discipline;

Commercial Labor Category	Minimum/General Experience and Years of Experience	Functional Responsibility	Educational Requirements
Documentation Specialist, IV	Minimum 11 years specific experience performing Documentation or relative requirements.	Gathers, analyzes, and composes technical information. Conducts research and ensures the use of proper technical terminology. Translates technical information into clear, readable documents to be used by technical and non-technical personnel. Supports the development of all types of documents and reports by developing and updating graphics presentations to improve the quality and enhance the usability of these documents.	Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or a scientific or technical discipline; Master's degree preferred and accounts for 3 years specific experience.
Enterprise IT Training Specialist, II	Minimum 3 years specific training experience	Plans and coordinates the training and documentation for a new or changed information technology capability. Design, develop, and instruct courses in support of classroom and/or on-site training, workshops, and seminars.	Bachelor's degree in a technical or educational field; or 2 additional years specific training experience.
Enterprise IT Training Specialist, III	Minimum 7 years specific technical training experience	Gather and identify training and documentation requirements; Incorporate multi-media to include video and audio, computer graphics integration in support of training. Produce training and documentation plans; Prepare all instructor and student materials. Instruct personnel by conducting formal onsite or off site courses, workshops, seminars, webinars, and e-learning.	Bachelor's degree in a technical or liberal arts field; plus a combination of leadership, instructional or management experience.
Enterprise IT Training Specialist, IV	Minimum 11 years specific technical training experience	Gather and identify training and documentation requirements; Incorporate multi-media to include video and audio, computer graphics integration in support of training. Produce training and documentation plans; Prepare all instructor and student materials. Instruct personnel by conducting formal onsite or off site courses, workshops, seminars, webinars, and e-learning.	Bachelor's degree in a technical or liberal arts field; plus a combination of leadership, instructional or management experience. Master's degree preferred.

Commercial Labor Category	Minimum/General Experience and Years of Experience	Functional Responsibility	Educational Requirements
Graphics Designer, II	Minimum 3 years specific graphics design experience	Design or create graphics, designs or concepts to meet specific technical or communication objectives; May use a variety of graphic software and other mediums to achieve artistic or decorative effects.	Bachelor's or Vocational degree in a technical field; or 2 additional years specific graphics design experience.
Instructional Systems Designer, III	Minimum 7 years specific instructional systems design experience	Apply instructional design theories to both new and existing training; design training courses, curriculums, and customized lessons; write instructional text, technical documentation, and incorporate multi-media to include video, audio, and computer graphics to create class-room and e-learning courses.	Bachelor's degree in Communication, Technical Writing/Communication, or Instructional Design; or one- to two-year's related experience; or an equivalent combination of education and experience.
Help Desk/Support Specialist, II	Minimum 3 years specific help desk experience	Responsible for recording incidents and providing support to the users. Provides a total customer support service as a point of contact for all issues relating to IT and IS services. Provides technical assistance to computer system users, including the use of computer hardware and software, including printing, installation, word-processing, electronic mail, and operating systems.	Associate's degree in Computer Science, Information Systems, Engineering, Business, or a scientific or technical discipline; or 3 years specific help desk experience.
Help Desk/Support Specialist, III	Minimum 7 years specific help desk experience	Maintains a service perspective including an understanding of relationships, dependencies and requirements of hardware and software components and the organizations that support them. Provides Tier 2 technical assistance, and answers questions or resolve computer problems for clients in person, via telephone or from remote location.	Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or a scientific or technical discipline; or 3 years additional specific help desk experience.

Commercial Labor Category	Minimum/General Experience and Years of Experience	Functional Responsibility	Educational Requirements
Help Desk/Support Specialist, IV	Minimum 11 years specific help desk or engineering experience	Oversees a service perspective including an understanding of relationships, dependencies and requirements of hardware and software components and the organizations that support them. Test programs or databases, correct errors and make necessary modifications. Provide Tier 3 support; may supervise lower level Help Desk Technicians.	Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or a scientific or technical discipline
Information Assurance/Security Specialist , III	Minimum of 7 years experience executing IA/Security requirements.	Identifies security threats and vulnerabilities in an information technology environment. Establishes and satisfies complex system wide information security requirements and issues based upon the analysis of user, policy, regulatory, and resource demands. Defines and develop information system security programs, resources, and risks. Possess strong knowledge of computer security principals, including Operating System, kernel, and network security. Possess proficient understanding of the NIST Risk Management Framework processes and steps. Requires an demonstrated understanding of U.S. Government security policy and security systems. Must have experience in Cyber Security tools, network topologies, intrusion detection, PKI, and secured networks.	Bachelor's degree in information systems, computer science, engineering, business administration, or other related scientific or technical disciplines.
Information Assurance/Security Specialist, IV	Minimum of 11 years experience executing IA/Security requirements.	Identifies security threats and vulnerabilities in an information technology environment. Establishes and satisfies complex system wide information security requirements and issues based upon the analysis of user, policy, regulatory, and resource demands. Defines and develop information system security programs, resources, and risks. Possess strong knowledge of computer security principals, including Operating System, kernel, and network security. Possess proficient understanding of the NIST Risk Management Framework processes and steps. Requires a demonstrated understanding of U.S. Government security policy and security systems. Must have experience in Cyber Security tools, network topologies, intrusion detection, PKI, and secured networks.	Bachelor's degree in information systems, computer science, engineering, business administration, or other related scientific or technical disciplines. Master's degree preferred.

Commercial Labor Category	Minimum/General Experience and Years of Experience	Functional Responsibility	Educational Requirements
IT Program Manager, III	Minimum of 7 years experience executing IA/Security requirements.	Serves as the Contractor's Contract Manager; Plans, directs, coordinates activities in computer-related activities including electronic data processing, information systems, systems analysis, and computer programming. Performs day-to-day management of the program and develop long-term and strategic objectives to ensure that end user requirements will be satisfied. Performs horizontal integration planning, and interface with other functional areas. Provide management oversight of all contract personnel and ensure high-quality and acceptable task completion and deliverables from contract personnel in compliance with the SOW.	Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or a scientific or technical discipline; PMP Certification preferred and counts towards 3 months experience.
IT Program Manager, IV	Minimum of 11 years experience executing IA/Security requirements.	Serves as the Contractor's Contract Manager; Plans, directs, coordinates activities in computer-related activities including electronic data processing, information systems, systems analysis, and computer programming. Performs day-to-day management of the program and develop long-term and strategic objectives to ensure that end user requirements will be satisfied. Performs horizontal integration planning, and interface with other functional areas. Provide management oversight of all contract personnel and ensure high-quality and acceptable task completion and deliverables from contract personnel in compliance with the SOW.	Bachelor's degree in information systems, computer science, engineering, business administration, or other related scientific or technical disciplines. Master's degree preferred and provides 3 years experience credit.
Knowledge Management, II	Minimum of 3 years experience in Knowledge Management or related discipline.	Assists Executive leadership in developing communications strategy and knowledge sharing program for the organization. Focuses on sharing information and promoting collaboration across offices, teams and communities of practice. Produces end-user documentations; Leverages knowledge of COTS and GOTS platforms; and develops a measurement framework for assessing the performance of the knowledge sharing program.	Bachelor's degree in information systems, computer science, engineering, business administration, or other related scientific or technical disciplines; or an additional 3 years specific experience.

Commercial Labor Category	Minimum/General Experience and Years of Experience	Functional Responsibility	Educational Requirements
Network Architect, III	Minimum 7 years specific experience in Network Engineering or related discipline	Serves as the lead technical expert for the organization in the strategic oversight and planning for network engineering projects and programs. Provides oversight and technical direction of system-wide issues requiring advanced levels of understanding of network theory and the specific enterprise network architecture; establishing overall strategic network standards and priorities; providing the highest level of technical guidance and direction in the design and implementation of networking solutions; analyzing the optimization of network system performance; overseeing the strategic interface of network systems configuration;	Bachelor's degree in information systems, computer science, engineering, or other related scientific or technical disciplines; possess at a minimum a CCNA or CCNP, certifications. Master's Degree is acceptable without certifications.
Network Engineer, II	Minimum 3 years specific experience in Network Engineering	Performs routine to moderately complex network upgrades. Reviews user requests for upgrades or additions to the network to assess impact on network performance. Plans upgrades to existing network configurations, using knowledge of the performance characteristics of the systems being upgraded and the specifications for network interfaces to insure effective integration and optimal network performance.	Bachelor's degree in information systems, computer science, engineering, or other related scientific or technical disciplines; or an additional 3 years specific experience.
Network Engineer, III	Minimum 7 years specific experience in Network Engineering	Performs routine to moderately complex network upgrades. Reviews user requests for upgrades or additions to the network to assess impact on network performance. Plans upgrades to existing network configurations, using knowledge of the performance characteristics of the systems being upgraded and the specifications for network interfaces to insure effective integration and optimal network performance.	Bachelor's degree in information systems, computer science, engineering, or other related scientific or technical disciplines; CCNA or CCNP certification will account for 3 months specific experience.

Commercial Labor Category	Minimum/General Experience and Years of Experience	Functional Responsibility	Educational Requirements
Project Manager, I	Minimum 2 years specific experience in project management or a technical supervisor capacity.	Leads and provides project oversight through all phases of the IT services life cycle or task order, including planning, requirements analysis, design, development, testing, installation, and evaluation. Applies familiarity or knowledge of IT Service Management (ITMS) best practices, products, and solutions. Provides technical and programmatic guidance to contract personnel; Liaise directly with Program Manager or Government Personnel.	Bachelor's degree in information systems, computer science, engineering, business administration, or other related scientific or technical disciplines; or an additional 1 year specific experience.
Project Manager, II	Minimum 3 years specific experience in project management.	Performs day-to-day management of the cost, scope and schedule of the project; Plans, directs, and coordinates project tasks. Consult and coordinate with the appropriate Sponsor stakeholder for project requirements validation, problem resolution, task scheduling, new resource requirements, training needs, and task clarification. Supervise personnel assigned to project. Recommends IT Service Management (ITMS) best practices, products, and solutions etc. to manage and improve enterprise-level business functions. Provide documentation, requirements, and information updates to Executive level Sponsor Management.	Bachelor's degree in information systems, computer science, engineering, business administration, or other related scientific or technical disciplines; or an additional 3 years specific experience.
Project Manager, III	Minimum 7 years specific experience in project management.	Supervises and coordinates all tasks including planning, requirements analysis, design, development, testing, installation, and evaluation. Responsible for conducting the project in a timely manner, ensuring the quality of work products, maintaining financial soundness of the project, managing interactions, and reporting progress and issues. Provides expertise on a range IT Service Management (ITMS) best practices, products, and solutions such as ServiceNow, Salesforce, SAP, BMC Remedy, ConnectWise, SharePoint, etc. to manage and improve enterprise-level business functions.	Bachelor's degree in information systems, computer science, engineering, business administration, or other related scientific or technical disciplines; PMP or project related certification accounts for 3 months specific experience.

Commercial Labor Category	Minimum/General Experience and Years of Experience	Functional Responsibility	Educational Requirements
Records Management Specialist, II	Minimum 3 years specific records management or document control experience.	Organizes project technical, financial, procurement, or historical data into a content management system; identifies and extracts reports and performs queries from records; oversees internal and external document review processes; maintains proper information configuration management. Exhibits an understanding of records management, scanning and document preservation, document management software, and the workflow management system. Sets up and maintains a filing and retrieval system.	Bachelor's degree in information systems, computer science, engineering, business administration, or other related scientific or technical disciplines; or an additional 3 years specific experience.
Records Management Specialist, III	Minimum 7 years specific records management or document control experience.	Extract, compile, and analyze data for the preparation of reports, studies, or statistics; oversee and or prepare and transition record material for long term storage, when appropriate; perform destruction of record materials in accordance with Customer records retention schedule and standards as required; maintain quality control requirements; proof read, edit, and review as required.	Bachelor's degree in information systems, computer science, engineering, business administration, or other related scientific or technical disciplines; or an additional 3 years specific experience.
SharePoint Developer, II	3 years specific experience with MS SharePoint Development	Supports complete software development lifecycle, including analysis, design, configuring, programming and unit testing for information worker applications based on Microsoft technologies. Produces end-user and technical documentation. Leverages knowledge of architectural design, web parts development, management and troubleshooting.	Bachelor's degree in information systems, computer science, engineering, business administration, or other related scientific or technical disciplines; or an additional 3 years specific experience.

Commercial Labor Category	Minimum/General Experience and Years of Experience	Functional Responsibility	Educational Requirements
Subject Matter Expert, V	16 Years specific experience in specified project related technical discipline	Provides highly technical expertise and guidance for business needs, operations, engineering, and development. Leads teams and conducts independent studies, writes complex algorithms, conducts research, and creates innovative solutions. Stays current with the specialty through publishing papers, writing books, or making presentations in conferences.	Master's degree in information systems, computer science, engineering, business administration, or other related scientific or technical disciplines; or Bachelors degree plus an additional 5 years specific experience.
Systems Administrator, II	Minimum 3 years specific systems administration experience.	Responsible for servers and the operating systems software and its successful administration and or integration with the hardware and applications software of the major computing systems across the organization.	Bachelor's degree in information systems, computer science, engineering, business administration, or other related scientific or technical disciplines; or an additional 3 years specific experience.
Systems Analyst, II	Minimum 3 years specific systems analyst experience.	Assess user requirements and ensures that business solutions are consistent with customer's strategic goals. Applies business process improvement practices to reengineer business processes, principles and methodologies. Establishes and maintains security, integrity, and business continuity controls and documentation.	Bachelor's degree in information systems, computer science, engineering, or other related scientific or technical disciplines; or an additional 3 years specific experience.

Commercial Labor Category	Minimum/General Experience and Years of Experience	Functional Responsibility	Educational Requirements
Systems Engineer, III	Minimum 7 years specific systems analyst experience.	Maintain strong awareness of technical trends in information technology, develop and maintain a strong awareness of on-going IT projects, and organization requirements; be able to apply the project management model/SDLC model (e.g. Spiral, Waterfall, Agile) selected for a given development effort; and provide analysis, design, development, deployment, and lifecycle support for innovative hardware systems and applications.	Bachelor's degree in information systems, computer science, engineering, or other related scientific or technical disciplines.
Systems Engineer, IV	Minimum 11 years specific systems analyst experience.	Maintain strong awareness of technical trends in information technology, develop and maintain a strong awareness of on-going IT projects, and organization requirements; be able to apply the project management model/SDLC model (e.g. Spiral, Waterfall, Agile) selected for a given development effort; and provide analysis, design, development, deployment, and lifecycle support for innovative hardware systems and applications.	Bachelor's degree in information systems, computer science, engineering, or other related scientific or technical disciplines.
Systems Engineer, V	Minimum 16 years specific systems analyst experience.	Maintain strong awareness of technical trends in information technology, develop and maintain a strong awareness of on-going IT projects, and organization requirements; be able to apply the project management model/SDLC model (e.g. Spiral, Waterfall, Agile) selected for a given development effort; and provide analysis, design, development, deployment, and lifecycle support for innovative hardware systems and applications.	Bachelor's degree in information systems, computer science, engineering, or other related scientific or technical disciplines; Masters degree preferred and accounts for 3 years specific experience.
Technical Writer, I	Minimum 2 years specific experience executing technical writing requirements.	Prepares and edits IT documentation incorporating information provided by user, specialist, analyst, programmer, and operations personnel. Shall have a sound knowledge of the capabilities of computer systems. Duties include writing, editing, and/or creating graphics for technical information for both technical and non-technical personnel.	Associate's degree in Computer Science, Information Systems, Engineering, Business, or a scientific or technical discipline; or 1 years additional specific experience.

Commercial Labor Category	Minimum/General Experience and Years of Experience	Functional Responsibility	Educational Requirements
Technical Writer, II	Minimum 3 years specific experience executing technical writing requirements.	Prepares and edits IT documentation incorporating information provided by user, specialist, analyst, programmer, and operations personnel. Shall have a sound knowledge of the capabilities of computer systems. Duties include writing, editing, and/or creating graphics for technical information for both technical and non-technical personnel.	Bachelor's degree in information systems, computer science, engineering, business administration or other related scientific or technical disciplines; or additional 3 years specific experience.
Test Engineer, II	Minimum 3 years specific experience performing test engineer requirements.	Document test procedures to ensure replicability and compliance with standards. Install and configure recreations of software production environments to allow testing of software performance. Document bug resolution efforts and track successes.	Bachelor's degree in information systems, computer science, engineering, or other related scientific or technical disciplines; or additional 3 years related experience.
Web Content Administrator, I	Minimum 2 years specific experience executing web administrator requirements.	Support web environment content, design, deployment, development and maintenance activities. Perform testing and quality assurance of web sites and web applications.	Associate's or vocational degree web design; or 1+ years additional specific experience.
Web Content Administrator, II	Minimum 3 years specific experience executing web administrator requirements.	Support web environment content, design, deployment, development and maintenance activities. Perform testing and quality assurance of web sites and web applications.	Associate's or vocational degree web design; or 3+ years additional specific experience.
Web Developer, I	Minimum 2 years specific experience executing web development requirements.	Responsible for day-to-day site design and creation. Contribute to the technical aspects of the web site, including performance issues such as speed of access, and for approving site content.	Associate's or vocational degree web design; or 1+ years additional specific experience.
Web Developer, II	Minimum 3 years specific experience executing web development requirements.	Responsible for day-to-day site design and creation. Design, build, or maintain web sites, using authoring or scripting languages, content creation tools, management tools, and digital media. Contribute to the technical aspects of the web site, including performance issues such as speed of access, and for approving site content.	Bachelor's degree in information systems, computer science, engineering, or other related scientific or technical disciplines; or additional 3 years specific experience.

SECTION IV- APPROVED GSA PRICE LIST (Includes IFF of .75%)

SIN(s) PROPOSED	SERVICE PROPOSED (e.g. Job Title/Task)	PRICE OFFERED TO GSA (CONTRACTOR SITE)	PRICE OFFERED TO GSA (GOVERNMENT SITE)
132-51	Certification and Accreditation Certification Officer, II	\$ 91.74	\$ 88.88
132-51	Computer Hardware Engineer, II	\$ 83.87	\$ 81.25
132-51	Configuration Manager, II	\$ 78.71	\$ 76.25
132-51	Cyber Security Analyst, II	\$ 78.71	\$ 76.25
132-51	Cyber Security InfoSec Engineer, III	\$ 125.56	\$ 121.64
132-51	Data Analytics Engineer, II	\$ 82.10	\$ 79.54
132-51	Data Analytics Engineer, III	\$ 102.84	\$ 99.61
132-51	Data Analytics Engineer, IV	\$ 146.55	\$ 141.97
132-51	Data Analytics Engineer, V	\$ 175.13	\$ 169.67
132-51	Database Administrator, II	\$ 86.93	\$ 84.21
132-51	Database Administrator, III	\$ 111.07	\$ 107.60
132-51	Database Engineer/Developer, III	\$ 117.68	\$ 114.01
132-51	Documentation Specialist, II	\$ 84.02	\$ 81.40
132-51	Documentation Specialist, III	\$ 99.36	\$ 96.26
132-51	Documentation Specialist, IV	\$ 119.30	\$ 115.58
132-51	Enterprise IT Training Specialist, II	\$ 92.25	\$ 89.37
132-51	Enterprise IT Training Specialist, III	\$ 107.51	\$ 104.16
132-51	Enterprise IT Training Specialist, IV	\$ 117.26	\$ 113.61
132-51	Graphics Designer, II	\$ 72.46	\$ 70.20
132-51	Instructional Systems Designer, III	\$ 101.42	\$ 98.26
132-51	Help Desk/Support Specialist, II	\$ 70.68	\$ 70.68
132-51	Help Desk/Support Specialist, III	\$ 80.17	\$ 80.17
132-51	Help Desk/Support Specialist, IV	\$ 95.45	\$ 95.45
132-51	Information Assurance/Security Specialist , III	\$ 96.31	\$ 96.31
132-51	Information Assurance/Security Specialist, IV	\$ 130.30	\$ 126.23
132-51	IT Program Manager, III	\$ 130.82	\$ 126.74
132-51	IT Program Manager, IV	\$ 147.05	\$ 142.46
132-51	Knowledge Management, II	\$ 96.60	\$ 93.59
132-51	Network Architect, III	\$ 150.74	\$ 146.04
132-51	Network Engineer, II	\$ 102.21	\$ 99.02
132-51	Network Engineer, III	\$ 125.48	\$ 121.57
132-51	Project Manager, I	\$ 80.11	\$ 77.61
132-51	Project Manager, II	\$ 114.63	\$ 111.06
132-51	Project Manager, III	\$ 130.82	\$ 126.74
132-51	Records Management Specialist, II	\$ 51.89	\$ 51.89
132-51	Records Management Specialist, III	\$ 71.59	\$ 69.36
132-51	SharePoint Developer, II	\$ 91.74	\$ 88.88
132-51	Subject Matter Expert, V	\$ 193.60	\$ 187.55
132-51	Systems Administrator, II	\$ 84.61	\$ 81.97



SIN(s) PROPOSED	SERVICE PROPOSED (e.g. Job Title/Task)	PRICE OFFERED TO GSA (CONTRACTOR SITE)	PRICE OFFERED TO GSA (GOVERNMENT SITE)
132-51	Systems Analyst, II	\$ 84.10	\$ 81.48
132-51	Systems Engineer, III	\$ 127.79	\$ 123.81
132-51	Systems Engineer, IV	\$ 140.23	\$ 135.85
132-51	Systems Engineer, V	\$ 147.60	\$ 143.00
132-51	Technical Writer, I	\$ 62.05	\$ 60.12
132-51	Technical Writer, II	\$ 71.44	\$ 69.21
132-51	Test Engineer, II	\$ 94.66	\$ 91.71
132-51	Web Content Administrator, I	\$ 72.46	\$ 70.20
132-51	Web Content Administrator, II	\$ 91.74	\$ 88.88
132-51	Web Developer, I	\$ 82.10	\$ 79.54
132-51	Web Developer, II	\$ 101.42	\$ 98.26