AMVI Tech provides the following Professional IT Services: Networking, Program Management, System Administration, Web Development, Database Development and Administration, System Analysis, Quality, etc.

Special Item No. 54151S Information Technology Professional Services

SPECIAL ITEM NUMBER 54151S - INFORMATION TECHNOLOGY (IT) PROFESSIONAL SERVICES

FPDS Code D301  IT Facility Operation and Maintenance
FPDS Code D302  IT Systems Development Services
FPDS Code D306  IT Systems Analysis Services
FPDS Code D307  Automated Information Systems Design and Integration Services
FPDS Code D308  Programming Services
FPDS Code D310  IT Backup and Security Services
FPDS Code D311  IT Data Conversion Services
FPDS Code D316  IT Network Management Services
FPDS Code D399  Other Information Technology Services, Not Elsewhere Classified

Note 1: All non-professional labor categories must be incidental to and used solely to support hardware, software and/or professional services, and cannot be purchased separately.

Note 2: Offerors and Agencies are advised that the Group 70 – Information Technology Schedule is not to be used as a means to procure services which properly fall under the Brooks Act. These services include, but are not limited to, architectural, engineering, mapping, cartographic production, remote sensing, geographic information systems, and related services. FAR 36.6 distinguishes between mapping services of an A/E nature and mapping services which are not connected nor incidental to the traditionally accepted A/E Services.

Note 3: This solicitation is not intended to solicit for the reselling of IT Professional Services, except for the provision of implementation, maintenance, integration, or training services in direct support of a product. Under such circumstances the services must be performance by the publisher or manufacturer or one of their authorized agents.

AMVI TECHNOLOGIES INC.
3070 Pebble Ct., Maumee, OH 43537
469-835-0836
www.amvitech.net

Contract Number: 47QTCA19D000Y

Period Covered by Contract: 10/21/2018 - 10/22/2023

General Services Administration Federal Acquisition Service Pricelist current through Modification #______, dated _________. Products and ordering information in this Authorized Information Technology Schedule Pricelist are also available on the GSA Advantage! System (http://www.gsaadvantage.gov).
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INFORMATION FOR ORDERING ACTIVITIES
APPLICABLE TO ALL SPECIAL ITEM NUMBERS

SPECIAL NOTICE TO AGENCIES: Small Business Participation

SBA strongly supports the participation of small business concerns in the Federal Acquisition Service. To enhance Small Business Participation SBA policy allows agencies to include in their procurement base and goals, the dollar value of orders expected to be placed against the Federal Supply Schedules, and to report accomplishments against these goals.

For orders exceeding the micropurchase threshold, FAR 8.404 requires agencies to consider the catalogs/pricelists of at least three schedule contractors or consider reasonably available information by using the GSA Advantage! online shopping service (www.gsaadvantage.gov). The catalogs/pricelists, GSA Advantage! and the Federal Acquisition Service Home Page (www.gsa.gov/fas) contain information on a broad array of products and services offered by small business concerns.

This information should be used as a tool to assist ordering activities in meeting or exceeding established small business goals. It should also be used as a tool to assist in including small, small disadvantaged, and women-owned small businesses among those considered when selecting pricelists for a best value determination.

For orders exceeding the micropurchase threshold, customers are to give preference to small business concerns when two or more items at the same delivered price will satisfy their requirement.

1. GEOGRAPHIC SCOPE OF CONTRACT:

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.

Overseas delivery is delivery to points outside of the 48 contiguous states, Washington, DC, Alaska, Hawaii, Puerto Rico, and U.S. Territories.

Offerors are requested to check one of the following boxes:

[ ] The Geographic Scope of Contract will be domestic and overseas delivery.
[ ] The Geographic Scope of Contract will be overseas delivery only.
[X] The Geographic Scope of Contract will be domestic delivery only.

For Special Item Number 517312 Wireless Services ONLY, if awarded, list the limited geographic coverage area: N/A

2. CONTRACTOR’S ORDERING ADDRESS AND PAYMENT INFORMATION:

AMVI TECHNOLOGIES INC.
3070 Pebble Ct., Maumee, OH 43537

Contractor must accept the credit card for payments equal to or less than the micro-purchase for oral or written orders under this contract. The Contractor and the ordering agency may agree to use the credit card for dollar amounts over the micro-purchase threshold (See GSAR 552.232-79 Payment by Credit Card). In addition, bank account information for wire transfer payments will be shown on the invoice.

The following telephone number(s) can be used by ordering activities to obtain technical and/or ordering assistance: 469-835-0836

When Authorized Dealers are allowed by the Contractor to bill ordering activities and accept payment, the order and/or payment must be in the name of the Contractor, in care of the Authorized Dealer.
3. LIABILITY FOR INJURY OR DAMAGE

The Contractor shall not be liable for any injury to ordering activity personnel or damage to ordering activity property arising from the use of equipment maintained by the Contractor, unless such injury or damage is due to the fault or negligence of the Contractor.

4. STATISTICAL DATA FOR GOVERNMENT ORDERING OFFICE COMPLETION OF STANDARD FORM 279:

Block 9: G. Order/Modification Under Federal Schedule Contract
Block 16: Data Universal Numbering System (DUNS) Number: 081043766
Block 30: Type of Contractor:
   A. Small Disadvantaged Business
Block 31: Woman-Owned Small Business - No
Block 37: Contractor's Taxpayer Identification Number (TIN): Will Provide upon Request
Block 40: Veteran Owned Small Business (VOSB): N/A

4a. CAGE Code: 84E39
4b. Contractor has registered with the Central Contractor Registration SAM Database.

5. FOB DESTINATION

6. DELIVERY SCHEDULE

a. TIME OF DELIVERY: The Contractor shall deliver to destination within the number of calendar days after receipt of order (ARO), as set forth below:

<table>
<thead>
<tr>
<th>SPECIAL ITEM NUMBER</th>
<th>DELIVERY TIME (Days ARO)</th>
</tr>
</thead>
<tbody>
<tr>
<td>54151S</td>
<td>30 Days</td>
</tr>
</tbody>
</table>

b. URGENT REQUIREMENTS: When the Federal Supply Schedule contract delivery period does not meet the bona fide urgent delivery requirements of an ordering activity, ordering activities are encouraged, if time permits, to contact the Contractor for the purpose of obtaining accelerated delivery. The Contractor shall reply to the inquiry within 3 workdays after receipt. (Telephonic replies shall be confirmed by the Contractor in writing.) If the Contractor offers an accelerated delivery time acceptable to the ordering activity, any order(s) placed pursuant to the agreed upon accelerated delivery time frame shall be delivered within this shorter delivery time and in accordance with all other terms and conditions of the contract.

c. i. SIN 517410, ACCELERATED SERVICE DELIVERY (7 calendar days or less): the time required for COMSATCOM services to be available after order award. Under Accelerated Service Task Orders, service acceptance testing, unless otherwise required by the satellite provider or host nation, shall be deferred until Ordering Activity operations permit.

   ii. SIN 517410, TIME-CRITICAL DELIVERY (4 hours or less): the time required for COMSATCOM services to be available after order award. Under Time-Critical Task Orders, service acceptance testing unless otherwise required by the satellite provider or host nation shall be deferred until Ordering Activity operations permit. Time-Critical Delivery shall be predicated on the availability of COMSATCOM transponded capacity (contracted bandwidth and power, pre-arranged Host Nation Agreements, frequency clearance) or COMSATCOM subscription services (bandwidth, terminals, network resources, etc.).

   iii. For SIN517410, EXTENDED SERVICE DELIVERY TIMES: the time required under extenuating circumstances for COMSATCOM services to be available after order award. Such extenuating circumstances may include extended time required for host nation agreements or landing rights, or other time intensive service delivery requirements as defined in the individual requirement. Any such extended delivery times will be negotiated between the Ordering Activity and Contractor.
7. **DISCOUNTS:** Prices shown are NET Prices; Basic Discounts have been deducted.
   a. Prompt Payment: None
   b. Quantity: None
   c. Dollar Volume: None
   d. Government Educational Institutions: None
   e. Other: None

8. **TRADE AGREEMENTS ACT OF 1979, as amended:**
   All items are U.S. made end products, designated country end products, Caribbean Basin country end products, Canadian end products, or Mexican end products as defined in the Trade Agreements Act of 1979, as amended.

9. **STATEMENT CONCERNING AVAILABILITY OF EXPORT PACKING:**

10. **Small Requirements:** The minimum dollar value of orders to be issued is $500

11. **MAXIMUM ORDER (All dollar amounts are exclusive of any discount for prompt payment.)**
   a. The Maximum Order value for the following Special Item Numbers (SINs) is $500,000:
      Special Item Number 517410 - Information Technology Professional Services

12. **ORDERING PROCEDURES FOR FEDERAL SUPPLY SCHEDULE CONTRACTS**
    Ordering activities shall 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.

13. **FEDERAL INFORMATION TECHNOLOGY/TELECOMMUNICATION STANDARDS REQUIREMENTS:** ordering activities acquiring products from this Schedule must comply with the provisions of the Federal Standards Program, as appropriate (reference: NIST Federal Standards Index). Inquiries to determine whether or not specific products listed herein comply with Federal Information Processing Standards (FIPS) or Federal Telecommunication Standards (FED-STDS), which are cited by ordering activities, shall be responded to promptly by the Contractor.

13.1 **FEDERAL INFORMATION PROCESSING STANDARDS PUBLICATIONS (FIPS PUBS):** Information Technology products under this Schedule that do not conform to Federal Information Processing Standards (FIPS) should not be acquired unless a waiver has been granted in accordance with the applicable “FIPS Publication.” Federal Information Processing Standards Publications (FIPS PUBS) are issued by the U.S. Department of Commerce, National Institute of Standards and Technology (NIST), pursuant to National Security Act. Information concerning their availability and applicability should be obtained from the National Technical Information Service (NTIS), 5285 Port Royal Road, Springfield, Virginia 22161. FIPS PUBS include voluntary standards when these are adopted for Federal use. Individual orders for FIPS PUBS should be referred to the NTIS Sales Office, and orders for subscription service should be referred to the NTIS Subscription Officer, both at the above address, or telephone number (703) 487-4650.
13.2 FEDERAL TELECOMMUNICATION STANDARDS (FED-STDS): Telecommunication products under this Schedule that do not conform to Federal Telecommunication Standards (FED-STDS) should not be acquired unless a waiver has been granted in accordance with the applicable "FED-STD." Federal Telecommunication Standards are issued by the U.S. Department of Commerce, National Institute of Standards and Technology (NIST), pursuant to National Security Act. Ordering information and information concerning the availability of FED-STDS should be obtained from the GSA, Federal Acquisition Service, Specification Section, 470 East L’Enfant Plaza, Suite 8100, SW, Washington, DC 20407, telephone number (202)619-8925. Please include a self-addressed mailing label when requesting information by mail. Information concerning their applicability can be obtained by writing or calling the U.S. Department of Commerce, National Institute of Standards and Technology, Gaithersburg, MD 20899, telephone number (301)975-2833.

14. CONTRACTOR TASKS / SPECIAL REQUIREMENTS (C-FSS-370) (NOV 2003)

(a) Security Clearances: The Contractor may be required to obtain/possess varying levels of security clearances in the performance of orders issued under this contract. All costs associated with obtaining/possessing such security clearances should be factored into the price offered under the Multiple Award Schedule.

(b) Travel: The Contractor may be required to travel in performance of orders issued under this contract. Allowable travel and per diem charges are governed by Pub. L. 99-234 and FAR Part 31, and are reimbursable by the ordering agency or can be priced as a fixed price item on orders placed under the Multiple Award Schedule. Travel in performance of a task order will only be reimbursable to the extent authorized by the ordering agency. The Industrial Funding Fee does NOT apply to travel and per diem charges.

(c) Certifications, Licenses and Accreditations: As a commercial practice, the Contractor may be required to obtain/possess any variety of certifications, licenses and accreditations for specific FSC/service code classifications offered. All costs associated with obtaining/possessing such certifications, licenses and accreditations should be factored into the price offered under the Multiple Award Schedule program.

(d) Insurance: As a commercial practice, the Contractor may be required to obtain/possess insurance coverage for specific FSC/service code classifications offered. All costs associated with obtaining/possessing such insurance should be factored into the price offered under the Multiple Award Schedule program.

(e) Personnel: The Contractor may be required to provide key personnel, resumes or skill category descriptions in the performance of orders issued under this contract. Ordering activities may require agency approval of additions or replacements to key personnel.

(f) Organizational Conflicts of Interest: Where there may be an organizational conflict of interest as determined by the ordering agency, the Contractor’s participation in such order may be restricted in accordance with FAR Part 9.5.

(g) Documentation/Standards: The Contractor may be requested to provide products or services in accordance with rules, regulations, OMB orders, standards and documentation as specified by the agency’s order.

(h) Data/Deliverable Requirements: Any required data/deliverables at the ordering level will be as specified or negotiated in the agency’s order.

(i) Government-Furnished Property: As specified by the agency’s order, the Government may provide property, equipment, materials or resources as necessary.

(j) Availability of Funds: Many Government agencies’ operating funds are appropriated for a specific fiscal year. Funds may not be presently available for any orders placed under the contract or any option year. The Government’s obligation on orders placed under this contract is contingent upon the availability of appropriated funds from which payment for ordering purposes can be made. No legal liability on the part of the Government for any payment may arise until funds are available to the ordering Contracting Officer.
(k) Overtime: For professional services, the labor rates in the Schedule should not vary by virtue of the Contractor having worked overtime. For services applicable to the Service Contract Act (as identified in the Schedule), the labor rates in the Schedule will vary as governed by labor laws (usually assessed a time and a half of the labor rate).

15. CONTRACT ADMINISTRATION FOR ORDERING ACTIVITIES: Any ordering activity, with respect to any one or more delivery orders placed by it under this contract, may exercise the same rights of termination as might the GSA Contracting Officer under provisions of FAR 52.212-4, paragraphs (l) Termination for the ordering activity’s convenience, and (m) Termination for Cause (See 52.212-4)

16. GSA ADVANTAGE!
GSA Advantage! is an on-line, interactive electronic information and ordering system that provides on-line access to vendors' schedule prices with ordering information. GSA Advantage! will allow the user to perform various searches across all contracts including, but not limited to:

(1) Manufacturer;
(2) Manufacturer's Part Number; and
(3) Product categories.

Agencies can browse GSA Advantage! by accessing the Internet World Wide Web utilizing a browser (ex.: NetScape). The Internet address is http://www.gsaadvantage.gov

17. PURCHASE OF OPEN MARKET ITEMS
NOTE: Open Market Items are also known as incidental items, noncontract items, non-Schedule items, and items not on a Federal Supply Schedule contract. ODCs (Other Direct Costs) are not part of this contract and should be treated as open market purchases. Ordering Activities procuring open market items must follow FAR 8.402(f).

For administrative convenience, an ordering activity contracting officer may add items not on the Federal Supply Multiple Award Schedule (MAS) -- referred to as open market items -- to a Federal Supply Schedule blanket purchase agreement (BPA) or an individual task or delivery order, only if-

(1) All applicable acquisition regulations pertaining to the purchase of the items not on the Federal Supply Schedule have been followed (e.g., publicizing (Part 5), competition requirements (Part 6), acquisition of commercial items (Part 12), contracting methods (Parts 13, 14, and 15), and small business programs (Part 19));
(2) The ordering activity contracting officer has determined the price for the items not on the Federal Supply Schedule is fair and reasonable;
(3) The items are clearly labeled on the order as items not on the Federal Supply Schedule; and
(4) All clauses applicable to items not on the Federal Supply Schedule are included in the order.

18. CONTRACTOR COMMITMENTS, WARRANTIES AND REPRESENTATIONS
a. For the purpose of this contract, commitments, warranties and representations include, in addition to those agreed to for the entire schedule contract:

(1) Time of delivery/installation quotations for individual orders;
(2) Technical representations and/or warranties of products concerning performance, total system performance and/or configuration, physical, design and/or functional characteristics and capabilities of a product/equipment/ service/software package submitted in response to requirements which result in orders under this schedule contract.
(3) Any representations and/or warranties concerning the products made in any literature, description, drawings and/or specifications furnished by the Contractor.
b. The above is not intended to encompass items not currently covered by the GSA Schedule contract.

19. **OVERSEAS ACTIVITIES**

The terms and conditions of this contract shall apply to all orders for installation, maintenance and repair of equipment in areas listed in the pricelist outside the 48 contiguous states and the District of Columbia, except as indicated below:

N/A

Upon request of the Contractor, the ordering activity may provide the Contractor with logistics support, as available, in accordance with all applicable ordering activity regulations. Such ordering activity support will be provided on a reimbursable basis, and will only be provided to the Contractor's technical personnel whose services are exclusively required for the fulfillment of the terms and conditions of this contract.

20. **BLANKET PURCHASE AGREEMENTS (BPAs)**

The use of BPAs under any schedule contract to fill repetitive needs for supplies or services is allowable. BPAs may be established with one or more schedule contractors. The number of BPAs to be established is within the discretion of the ordering activity establishing the BPA and should be based on a strategy that is expected to maximize the effectiveness of the BPA(s). Ordering activities shall follow FAR 8.405-3 when creating and implementing BPA(s).

21. **CONTRACTOR TEAM ARRANGEMENTS**

Contractors participating in contractor team arrangements must abide by all terms and conditions of their respective contracts. This includes compliance with Clauses 552.238-74, Industrial Funding Fee and Sales Reporting, i.e., each contractor (team member) must report sales and remit the IFF for all products and services provided under its individual contract.

22. **INSTALLATION, DEINSTALLATION, REINSTALLATION**

The Davis-Bacon Act (40 U.S.C. 276a-276a-7) provides that contracts in excess of $2,000 to which the United States or the District of Columbia is a party for construction, alteration, or repair (including painting and decorating) of public buildings or public works with the United States, shall contain a clause that no laborer or mechanic employed directly upon the site of the work shall receive less than the prevailing wage rates as determined by the Secretary of Labor. The requirements of the Davis-Bacon Act do not apply if the construction work is incidental to the furnishing of supplies, equipment, or services. For example, the requirements do not apply to simple installation or alteration of a public building or public work that is incidental to furnishing supplies or equipment under a supply contract. However, if the construction, alteration or repair is segregable and exceeds $2,000, then the requirements of the Davis-Bacon Act applies.

The ordering activity issuing the task order against this contract will be responsible for proper administration and enforcement of the Federal labor standards covered by the Davis-Bacon Act. The proper Davis-Bacon wage determination will be issued by the ordering activity at the time a request for quotations is made for applicable construction classified installation, deinstallation, and reinstallation services under SIN 132-8 or 132-9.

23. **SECTION 508 COMPLIANCE.**

If applicable, Section 508 compliance information on the supplies and services in this contract are available in Electronic and Information Technology (EIT) at the following:

N/A

The EIT standard can be found at: [www.Section508.gov/](http://www.Section508.gov/).

24. **PRIME CONTRACTOR ORDERING FROM FEDERAL SUPPLY SCHEDULES.**

Prime Contractors (on cost reimbursement contracts) placing orders under Federal Supply Schedules, on behalf of an ordering activity, shall follow the terms of the applicable schedule and authorization and include with each order –

(a) A copy of the authorization from the ordering activity with whom the contractor has the prime contract (unless a copy was previously furnished to the Federal Supply Schedule contractor); and

(b) The following statement:
This order is placed under written authorization from _______ dated _______. In the event of any inconsistency between the terms and conditions of this order and those of your Federal Supply Schedule contract, the latter will govern.

25. **INSURANCE—WORK ON A GOVERNMENT INSTALLATION (JAN 1997)(FAR 52.228-5)**

(a) The Contractor shall, at its own expense, provide and maintain during the entire performance of this contract, at least the kinds and minimum amounts of insurance required in the Schedule or elsewhere in the contract.

(b) Before commencing work under this contract, the Contractor shall notify the Contracting Officer in writing that the required insurance has been obtained. The policies evidencing required insurance shall contain an endorsement to the effect that any cancellation or any material change adversely affecting the Government's interest shall not be effective—

1. For such period as the laws of the State in which this contract is to be performed prescribe; or
2. Until 30 days after the insurer or the Contractor gives written notice to the Contracting Officer, whichever period is longer.

(c) The Contractor shall insert the substance of this clause, including this paragraph (c), in subcontracts under this contract that require work on a Government installation and shall require subcontractors to provide and maintain the insurance required in the Schedule or elsewhere in the contract. The Contractor shall maintain a copy of all subcontractors' proofs of required insurance, and shall make copies available to the Contracting Officer upon request.

26. **SOFTWARE INTEROPERABILITY.**

Offerors are encouraged to identify within their software items any component interfaces that support open standard interoperability. An item’s interface may be identified as interoperable on the basis of participation in a Government agency-sponsored program or in an independent organization program. Interfaces may be identified by reference to an interface registered in the component registry located at [http://www.core.gov](http://www.core.gov).

27. **ADVANCE PAYMENTS**

A payment under this contract to provide a service or deliver an article for the United States Government may not be more than the value of the service already provided or the article already delivered. Advance or pre-payment is not authorized or allowed under this contract. (31 U.S.C. 3324)
TERMS AND CONDITIONS APPLICABLE TO INFORMATION TECHNOLOGY (IT) PROFESSIONAL SERVICES (SPECIAL ITEM NUMBER 54151S)

****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 54151S Information Technology Professional Services apply exclusively to IT Professional Services within the scope of this Information Technology Schedule.
   b. The Contractor shall provide services at the Contractor’s facility and/or at the ordering activity location, as agreed to by the Contractor and the ordering activity.

2. PERFORMANCE INCENTIVES 1-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 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/IAM Service offered under Special Item Numbers 54151S IT Professional Services should be presented in the same manner as the Contractor sells to its commercial and other ordering activity customers. If the Contractor is proposing hourly rates, a description of all corresponding commercial job titles (labor categories) for those individuals who will perform the service should be provided.

b. Pricing for all IT Professional Services shall be in accordance with the Contractor’s customary commercial practices; e.g., hourly rates, monthly rates, term rates, and/or fixed prices, minimum general experience and minimum education.
## GSA PRICING

<table>
<thead>
<tr>
<th>SIN(s) PROPOSED</th>
<th>SERVICE PROPOSED (e.g. Job Title/Task)</th>
<th>PRICE OFFERED TO GSA (including IFF)</th>
</tr>
</thead>
<tbody>
<tr>
<td>54151S</td>
<td>Network Engineer</td>
<td>$88.87</td>
</tr>
<tr>
<td>54151S</td>
<td>Network Engineer - Senior</td>
<td>$100.72</td>
</tr>
<tr>
<td>54151S</td>
<td>Network Architect</td>
<td>$128.36</td>
</tr>
<tr>
<td>54151S</td>
<td>Systems Administrator</td>
<td>$88.87</td>
</tr>
<tr>
<td>54151S</td>
<td>Systems Administrator - Senior</td>
<td>$100.72</td>
</tr>
<tr>
<td>54151S</td>
<td>IT Architect - Systems/Network</td>
<td>$128.36</td>
</tr>
<tr>
<td>54151S</td>
<td>Program Manager</td>
<td>$148.11</td>
</tr>
<tr>
<td>54151S</td>
<td>Project Manager - Senior</td>
<td>$133.30</td>
</tr>
<tr>
<td>54151S</td>
<td>Project Manager</td>
<td>$118.49</td>
</tr>
<tr>
<td>54151S</td>
<td>ERP SME I (Functional/Technical)</td>
<td>$128.36</td>
</tr>
<tr>
<td>54151S</td>
<td>ERP SME II (Functional/Technical)</td>
<td>$148.11</td>
</tr>
<tr>
<td>54151S</td>
<td>Lead Web Applications Developer</td>
<td>$128.36</td>
</tr>
<tr>
<td>54151S</td>
<td>Web Developer</td>
<td>$93.80</td>
</tr>
<tr>
<td>54151S</td>
<td>Computer Programmer I</td>
<td>$88.87</td>
</tr>
<tr>
<td>54151S</td>
<td>Computer Programmer II</td>
<td>$98.74</td>
</tr>
<tr>
<td>54151S</td>
<td>Database Developer</td>
<td>$90.84</td>
</tr>
<tr>
<td>54151S</td>
<td>Database Administrator/Analyst</td>
<td>$93.80</td>
</tr>
<tr>
<td>54151S</td>
<td>Database Administrator/Analyst - Senior</td>
<td>$118.49</td>
</tr>
<tr>
<td>54151S</td>
<td>Storage Engineer</td>
<td>$88.87</td>
</tr>
<tr>
<td>54151S</td>
<td>Storage Engineer - Senior</td>
<td>$98.74</td>
</tr>
<tr>
<td>54151S</td>
<td>Systems Analyst</td>
<td>$123.43</td>
</tr>
<tr>
<td>54151S</td>
<td>Quality Analyst / Tester</td>
<td>$78.99</td>
</tr>
<tr>
<td>54151S</td>
<td>Business Analyst</td>
<td>$93.80</td>
</tr>
<tr>
<td>54151S</td>
<td>Information Security Engineer</td>
<td>$98.74</td>
</tr>
<tr>
<td>54151S</td>
<td>Information Security Engineer - Senior</td>
<td>$118.49</td>
</tr>
<tr>
<td>54151S</td>
<td>Information Security Architect</td>
<td>$148.11</td>
</tr>
<tr>
<td>54151S</td>
<td>Desktop Support Technician</td>
<td>$88.87</td>
</tr>
<tr>
<td>Labor Category</td>
<td>Functional Responsibilities</td>
<td>Minimum Education /Experience</td>
</tr>
<tr>
<td>------------------------------</td>
<td>-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------</td>
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</tr>
<tr>
<td>Network Engineer</td>
<td>Provides technical support in the analysis, design, and installation of local and wide area networks and analysis and installation of communications systems. Provides guidance and technical direction to project staff in the development of network requirements, specifications, and interface documents. Assists in the application of traffic and other models for system sizing and requirements definition. Documents and evaluates current site network configuration, user requirements, and designs and optimizes network topologies.</td>
<td>Bachelors Degree 4 Years</td>
</tr>
<tr>
<td>Network Engineer - Senior</td>
<td>Provides technical support in the analysis, design, and installation of local and wide area networks and analysis and installation of communications systems. Provides guidance and technical direction to project staff in the development of network requirements, specifications, and interface documents. Assists in the application of traffic and other models for system sizing and requirements definition. Documents and evaluates current site network configuration, user requirements, and designs and optimizes network topologies</td>
<td>Bachelors Degree 6 Years</td>
</tr>
<tr>
<td>Network Architect</td>
<td>Provides technical support in the analysis, design, and installation of local and wide area networks and analysis and installation of communications systems. Provides guidance and technical direction to project staff in the development of network requirements, specifications, and interface documents. Assists in the application of traffic and other models for system sizing and requirements definition. Documents and evaluates current site network configuration, user requirements, and designs and optimizes network topologies</td>
<td>Bachelors Degree 6 Years</td>
</tr>
<tr>
<td>Systems Administrator</td>
<td>Fully capable of administering an operating system. Configures, implements, and maintains various technologies managed by an agency's Information Technology department. Assesses and identifies appropriate solutions to be integrated into the systems operation and make recommendations for implementation. Schedules installations and upgrades and maintain them in accordance with established IT policies and procedures. Monitors and tunes the system to achieve optimum performance levels. May evaluate, implement, and manage appropriate hardware and software solutions in order to ensure workstation/server data integrity. Ensures data recoverability by implementing a schedule of system backups and database archive operations. May perform software installations and upgrades to operating systems and layered software packages, and/or provide disaster and recovery planning.</td>
<td>Bachelors Degree 4 Years</td>
</tr>
<tr>
<td>Systems Administrator - Senior</td>
<td>Fully capable of administering an operating system. Configures, implements, and maintains various technologies managed by an agency's Information Technology department. Assesses and identifies appropriate solutions to be integrated into the systems operation and make recommendations for implementation. Schedules installations and upgrades and maintain them in accordance with established IT policies and procedures. Monitors and tunes the system to achieve optimum performance levels. May evaluate, implement, and manage appropriate hardware and software solutions in order to ensure workstation/server data integrity. Ensures data recoverability by implementing a schedule of system backups and database archive operations. May perform software installations and upgrades to operating systems and layered software packages, and/or provide disaster and recovery planning.</td>
<td>Bachelors Degree 6 Years</td>
</tr>
<tr>
<td>IT Architect - Systems/Network</td>
<td>Responsible for the architectural design, development, and deployment of the enterprise's overall systems. Defines system solutions based on user/client needs, cost, and required integration with existing applications, systems, or platforms. Researches, identifies, selects, and tests technology products required for solution delivery. Establishes, implements, and documents the technology integration or migration strategies. The position requires staying on top of the industry trend and new technologies for the system architecture. Typically requires a bachelor's degree. Typically reports to the top management. Works on advanced, complex technical projects or business issues requiring state of the art technical or industry knowledge. Works autonomously. Goals are generally communicated in solution or project goal terms. May provide a leadership role for the work group through knowledge in the area of specialization</td>
<td>Bachelors Degree 10 Years</td>
</tr>
<tr>
<td>Role</td>
<td>Responsibilities</td>
<td>Education Requirements</td>
</tr>
<tr>
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</tr>
<tr>
<td>Program Manager</td>
<td>Plans and manages the operations and execution of several simultaneous technical and non-technical projects. Acts as a proactive interface between the client and project staff to ensure effective definition and delivery of business applications, solutions, and consulting services. Ensures the planning, execution, monitoring, and control of project related tasks and activities. Supervises project staff. Serves as primary liaison to client personnel, and addresses contract issues, establishes and maintains client relationships. Has demonstrated capability in managing multi-task contracts and/or subcontracts of varied types and complexity, and ensure quality for work products and services delivered meets client’s requirements. May serve as a Senior Technical Expert, manage and control project budgets and resources, and utilize automated project management tools.</td>
<td>Bachelors Degree 8 Years</td>
</tr>
<tr>
<td>Project Manager - Senior</td>
<td>Plans and manages the operations and execution of several simultaneous technical and non-technical projects. Acts as a proactive interface between the client and project staff to ensure effective definition and delivery of business applications, solutions, and consulting services. Ensures the planning, execution, monitoring, and control of project related tasks and activities. Supervises project staff. Serves as primary liaison to client personnel, and addresses contract issues, establishes and maintains client relationships. Has demonstrated capability in managing multi-task contracts and/or subcontracts of varied types and complexity, and ensure quality for work products and services delivered meets client’s requirements. May serve as a Senior Technical Expert, manage and control project budgets and resources, and utilize automated project management tools.</td>
<td>Bachelors Degree 8 Years</td>
</tr>
<tr>
<td>Project Manager</td>
<td>Manages mid-sized projects and/or large, complex task orders (or group of task orders relating to same/common information technology system(s)). Provides overall technical and managerial direction for technical and/or functional staff performing software development tasks. Sizes work effort, defines deliverables, and work projects. Participates in technical execution of work. Coordinates with clients' technical representatives, contracting officer representative, and government end users. Provides resource/skills/budget estimates, milestones, and work breakdown structures to the government. Ensures technical solutions and schedules for task order(s) are implemented in a timely fashion. Selects staff. Schedules and assigns duties to subordinates. Serve as Senior Technical Expert.</td>
<td>Bachelors Degree 8 Years</td>
</tr>
<tr>
<td>ERP SME I (Functional/Technical)</td>
<td>Responsible for analysis, design, coding, component and testing. Involved in maintenance (including production support), enhancement and development work. Work with the Functional Architect and Technical Architecture Specialist on an as needed basis to ensure that design and code meets customer requirements.</td>
<td>Bachelors Degree 6 Years</td>
</tr>
<tr>
<td>ERP SME II (Functional/Technical)</td>
<td>Plan all required process steps. Review and understand the Application Team’s workplan. Provide status of work to Project Manager. Anticipate, identify, track and resolve issues and risks affecting own work and work of the Application Team. Develop contingency plans as necessary. Engage in ongoing process improvement. Detailed functional and process knowledge. Utilize deep modeling, design and coding skills.</td>
<td>Bachelors Degree 8 Years</td>
</tr>
<tr>
<td>Lead Web Applications Developer</td>
<td>Plan all required process steps. Review and understand the Application Team’s workplan. Provide status of work to Project Manager. Anticipate, identify, track and resolve issues and risks affecting own work and work of the Application Team. Develop contingency plans as necessary. Engage in ongoing process improvement. Lead the project team in performing requirements analysis, software design, development, installation, testing, and maintenance for application system components for software systems.</td>
<td>Bachelors Degree 8 Years</td>
</tr>
<tr>
<td>Web Developer</td>
<td>Support the project team in performing requirements analysis, software design, development, installation, testing, and maintenance for application system components for software systems.</td>
<td>Bachelors Degree 4 Years</td>
</tr>
<tr>
<td>Computer Programmer I</td>
<td>Devises or modifies computational procedures to achieve the desired result considering computer equipment, operating system, and network capacity and limitations, and the form of the desired results. Develops detailed design, block diagrams, and logic flow charts from specification documents. Translates detailed design into computer code using approved software configuration control tools/procedures and software engineering practices. Tests, debugs, and refines code to produce the desired result. Prepares required program-level and system-level documentation.</td>
<td>Bachelors Degree 4 Years</td>
</tr>
<tr>
<td>Role</td>
<td>Responsibilities</td>
<td>Degree</td>
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<td>-----------------------------</td>
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</tr>
<tr>
<td>Computer Programmer II</td>
<td>Devises or modifies computational procedures to achieve the desired result considering computer equipment, operating system, and network capacity and limitations, and the form of the desired results. Develops detailed design, block diagrams, and logic flow charts from specification documents. Translates detailed design into computer code using approved software configuration control tools/procedures and software engineering practices. Tests, debugs, and refines code to produce the desired result. Prepares required program-level and system-level documentation.</td>
<td>Bachelors Degree 6 Years</td>
</tr>
<tr>
<td>Database Developer</td>
<td>May lead and participate in the development of database projects/applications, and provide assistance and guidance to technical and support staff. May act in a supervisory role. Evaluates and analyzes functional business requirements, workflow, and existing processes and interfaces. Applies, as appropriate, business process improvement practices to reengineer methodologies and practices consistent with sound DBMS principles and existing customer standards and planning documents. Applies activity and data modeling, transaction flow analysis, internal control and risk analysis, and performance measurement techniques to develop functional specifications and logical and physical database designs using both manual and automated tools, such as Integrated Computer Aided Software Engineering (ICASE). Issues grants and revokes. Backs-up databases and move version through various life cycle stages. Develops techniques depending on data location for optimized data retrieval and mining. Analyzes database problems and the information to be processed. Defines file organization, indexing methods, and security procedures for specific user applications. Provides direction when necessary to software development staff. Maintains awareness of newest technology and industry trends.</td>
<td>Bachelors Degree 4 Years</td>
</tr>
<tr>
<td>Database Administrator/Analyst</td>
<td>May install and configure database management software; translate database design and diagnose database performance issues; and provide technical expertise in the use of DBMS and/or in data analysis. May assist in the evaluation of available DBMS products to support validated user requirements. Reviews database structures, tables, views and data dictionaries. Understands schemas and structures. Traces data elements from its source database through applications. Maps data conversions from one database to another. Creates or reviews other database products for correctness and adherence to design concepts. Analyzes user interfaces, maintains database software. May assist in performance tuning, workload and database usage. Maintains interfaces with outside systems, analyzes downtimes, analyzes proposed system modifications, upgrades, and installs new DBMS COTS. Analyzes the database problems and the information to be processed. Ensures that data is backed up regularly, stored effectively, and is secure from unauthorized access. Defines file organization, indexing methods, and security procedures for specific user applications. May provide direction to software development staffs. Issues grants and revokes. Backs up databases and moves version through various life cycle stages. May analyze legacy data and supports design of new databases employing industry-standard data modeling, warehousing, and repository tools. May perform data modeling using appropriate tools and techniques, assisting functional end-users and applications developers identify issues of data dormancy, ownership, stewardship, cognates, and meaning. Models data temporally and longitudinally with users and developers. Develops techniques depending on data location for optimized data retrieval and mining. May analyze legacy data and support design of new databases employing variety of data modeling, warehousing, and repository tools. Identifies and resolves issues of data statism, change, create, update, and delete authorizations.</td>
<td>Bachelors Degree 4 Years</td>
</tr>
<tr>
<td>Database Administrator/Analyst - Senior</td>
<td>Bachelors Degree 8 Years</td>
<td></td>
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</tr>
<tr>
<td>Supervises less experienced Database Administrators. Installs and configures database management software. Translates database design and diagnoses database performance issues. Provides technical expertise in the use of DBMS and/or in data analysis. Evaluates and recommends available DBMS products to support validated user requirements. Reviews database structures, tables, views and data dictionaries. Understands schemas and structures. Traces data elements from its source database through applications. Maps data conversions from one database to another. Creates or reviews other database products for correctness and adherence to design concepts. Analyzes user interfaces, maintains database software, performance tuning, analyzes workload and database usage, maintains interfaces with outside systems, analyzes downtimes, proposes system modifications, and upgrades. Installs new DBMS COTS. Analyzes database problems and information to be processed. Ensures data is backed up regularly, stored effectively, and is secure from unauthorized access. Defines file organization, indexing methods, and security procedures for specific user applications. Provides supervision and direction to software development staffs. Issues grants and revokes; backs up databases and version moves through various life cycle stages. May analyze legacy data and support design of new databases employing industry-standard data modeling, warehousing, and repository tools. Performs data modeling using traditional and advanced tools and techniques, helping functional end-users and applications developers identify issues of data dormancy, fuzzy data, ownership, stewardship, cognates, semantic reference and meaning, and data aliases. Model data temporally and longitudinally with users and developers. Develops techniques depending on data location for optimized data retrieval and mining. May analyze legacy data and support design of new databases employing variety of data modeling, warehousing, and repository tools. Identifies and resolves issues of data statism, change, create, update, and delete authorizations.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Storage Engineer</th>
<th>Bachelors Degree 4 Years</th>
</tr>
</thead>
<tbody>
<tr>
<td>Working with team to design, architect, plan deploy and maintain various storage solutions to meet business needs. Identify and implement improvement that will contribute to enhanced process and procedure maturity within the team. Lead and take responsibility for production storage system development from requirements to release, including detailed design, analysis testing and optimization. Provide leadership for the development of operational and strategic direction for storage software and hardware. Plan and implement storage hardware/software upgrades and migrations. Lead efforts to leverage metrics in the management of storage arrays to drive improvement and performance.</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Storage Engineer - Senior</th>
<th>Bachelors Degree 6 Years</th>
</tr>
</thead>
<tbody>
<tr>
<td>Working with team to design, architect, plan deploy and maintain various storage solutions to meet business needs. Identify and implement improvement that will contribute to enhanced process and procedure maturity within the team. Lead and take responsibility for production storage system development from requirements to release, including detailed design, analysis testing and optimization. Provide leadership for the development of operational and strategic direction for storage software and hardware. Plan and implement storage hardware/software upgrades and migrations. Lead efforts to leverage metrics in the management of storage arrays to drive improvement and performance.</td>
<td></td>
</tr>
<tr>
<td>Role</td>
<td>Description</td>
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<tr>
<td>----------------------------</td>
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</tr>
<tr>
<td>Systems Analyst</td>
<td>Reviews existing computer capabilities, workflows, and limitations to determine if requested capability or modification is possible within existing configurations and systems. Studies information processing capabilities to evaluate effectiveness and develops new capabilities to improve production or workflows. Prepares workflow charts and diagrams to specify, in detail, operations to be performed by computers and operations to be performed by personnel working with computers. Plans and prepares technical reports and instructional manuals and assists in the documentation of applications development. Designs, develops, implements, and maintain complex business, accounting and management information applications, and systems. May act as lead analyst in the development, implementation, and maintenance of small to medium-sized computer systems, including multi-platform, networked, and client-server applications. Coordinates and instructs programmers and analysts assigned to project. Prepares feasibility studies of potential systems, configurations of computers, and interactive applications. Prepares more complex application specifications and leads post-implementation analyses. Provides assistance to lower-level analysts. Act as technical expert in specific types of applications and hardware systems. Coordinates and instructs programmers and systems analysts assigned to the project. Prepares feasibility studies of potential systems and configurations, complex specifications, and time and cost estimates for completing the project. May lead post-implementation analysis. May require detailed and comprehensive knowledge of the employer's operations, business systems, and computer platforms.</td>
</tr>
<tr>
<td>Quality Analyst / Tester</td>
<td>Provides technical and administrative direction for personnel performing information technology tasks, including the review of work products for correctness, adherence to the design concept and to user standards, review of program documentation to assure government standards/requirements are adhered to, and for progress in accordance with schedules. Coordinates to ensure problem solution and user satisfaction. Makes recommendations for systems installations. Prepares milestone status reports and deliveries/presentations on the system concept to colleagues, subordinates, and end user representatives.</td>
</tr>
<tr>
<td>Business Analyst</td>
<td>Serve as a key analytical and technical resource on engagement team by helping to formulate and define systems scope and objectives through research and fact-finding combined with a basic understanding of business systems, industry requirements and technology implications. Assumes responsibility for analyzing and documenting data, conducting extensive research, and integrating technical solutions. Performs financial and data modeling, evaluates current processes, and prepares appropriate documentation for client. Maintains accountability for process deliverables and business presentations to client.</td>
</tr>
<tr>
<td>Information Security Engineer</td>
<td>As a member of the Enterprise IT &amp; Security team, the candidate would be responsible for designing, implementing, &amp; maintaining security technologies, and representing security engineering on a variety of strategic enterprise projects. Specific Responsibilities Include Implement new security initiatives, utilizing technical solutions and policies &amp; procedures. Work with a wide variety of security tools, both network and system based. Participate in projects and initiatives, validating security requirements are being met, and researching and recommending appropriate security solutions. Document processes, policies, and procedures as required.</td>
</tr>
<tr>
<td>Information Security Engineer - Senior</td>
<td>As a member of the Enterprise IT &amp; Security team, the candidate would be responsible for designing, implementing, &amp; maintaining security technologies, and representing security engineering on a variety of strategic enterprise projects. Specific Responsibilities Include Implement new security initiatives, utilizing technical solutions and policies &amp; procedures. Work with a wide variety of security tools, both network and system based. Participate in projects and initiatives, validating security requirements are being met, and researching and recommending appropriate security solutions. Document processes, policies, and procedures as required.</td>
</tr>
<tr>
<td>Information Security Architect</td>
<td>As a member of the Enterprise IT &amp; Security team, the candidate would be responsible for designing, implementing, &amp; maintaining security technologies, and representing security engineering on a variety of strategic enterprise projects. Specific Responsibilities Include Implement new security initiatives, utilizing technical solutions and policies &amp; procedures. Work with a wide variety of security tools, both network and system based. Participate in projects and initiatives, validating security requirements are being met, and researching and recommending appropriate security solutions. Document processes, policies, and procedures as required.</td>
</tr>
<tr>
<td>Desktop Support Technician</td>
<td>Installs microcomputer hardware and peripheral components, such as monitors, keyboards, printers, etc. Loads and verifies correct operation of software packages. Provides training and technical assistance to users</td>
</tr>
</tbody>
</table>

**SUBSTITUTIONS:**
Four years experience in a related field (+ HS Diploma) may be substituted for a Bachelor’s degree.