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

Multiple Award Schedule

FSC Group --- Information Technology -- SUBJECT TO COOPERATIVE PURCHASING

SIN 54151S – Information Technology Services
SIN 541370GEO – Earth Observation Solutions
SIN OLM – Order Level Materials

**CONTRACT No:** 47QTCA19D003T

For more information on ordering from Federal Supply Schedules go to the GSA Schedules page at GSA.gov.

**Royce Geospatial Consultants, Inc.**
4001 Fairfax Dr., STE 201
Arlington VA 22203-1614
571-206-8126
[https://www.roycegeo.com](https://www.roycegeo.com)

Period Covered by Contract: 12/20/18 Through 12/19/23

General Services Administration
Federal Supply Service
CUSTOMER INFORMATION:

Royce Geospatial Consultants, Inc. is a small, privately held business doing mission critical work for the US Geospatial-Intelligence community globally to include the NGA and DOD. The Company focuses on providing unique solutions to federal agencies in Geospatial – Intelligence Analysis, Data Modeling and Analytics and Enterprise IT. The strength of the firm lies in the quality of its workforce and in their ability to expand beyond traditional geospatial tradecraft—providing integration support with emerging technologies such as advanced cloud architecture design, big data analytics and advanced geospatial / multi-discipline intelligence tradecraft. The Company possesses a Top-Secret Facility Clearance and 98% of 85 current FTE’s are TS/SCI (Sensitive Compartmented Information) cleared. Thirty-three percent of the workforce are veterans of the U.S. Armed Forces The Company focuses on developing core applications, providing high-end technical tradecraft support while deploying subject matter experts into hostile OCONUS environments, working side-by-side with military partners to assist them in developing geospatial analytic models that help find objects of influence and determine the level of importance based on significant activities and events. The Company has also built a large capability around Enterprise IT Management and Support including:

- Software deployments to over 50,000 desktops worldwide
- Software licensing management for 20+ production entities with 20K active users
- Engineering and deployment of virtual desktop images to 50K+ users across multiple domains
- Unified communications deployment and design across the COE / CRA, multi-agency integration
- Enterprise helpdesk support and enterprise management reporting

1a. Table of Awarded Special Item Numbers (SINs): 54151S, 541370GEO, OLM

1b. Lowest Priced Model Number and Price For Each SIN: N/A

2. Maximum Order: SIN 54151S - $500,000; SIN 541370GEO - $1,000,000; SIN OLM - $250,000

3. Minimum Order: $100.00

4. Geographic Coverage: 48 contiguous states, Alaska, Hawaii, Washington D.C., Puerto Rico, U.S. Territories, and to a port or consolidation point within the aforementioned locations for orders that are received from overseas activities.

5. Point of Production: Not Applicable

6. Discount from List Prices: GSA Net Prices are shown on the attached GSA Pricelist. Negotiated discount has been applied and the IFF has been added.

7. Quantity Discounts: None for labor categories

7a. Volume Discounts: None

8. Prompt Payment Discount: .5%, Net 20

9. Government Purchase Cards will be accepted for payment less than, equal to and above the micro purchase threshold however no additional discounts will apply.

10. Foreign Items: Foreign items are being offered on this contract.
11a. Time of Delivery: As negotiated ARO

11b. Expedited Delivery: Call Contractor

11c. Overnight and 2-Day Delivery: Call Contractor

11d. Urgent Requirements: Agencies can contact the Contractor’s representative to affect a faster delivery. Customers are encouraged to contact the contractor for the purpose of requesting accelerated delivery.

12. FOB Point: Destination

13a. Ordering Address:
    4001 Fairfax Dr., Ste 201
    Arlington VA 22203-1614

13b. Ordering Procedures: For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPA’s) are found in Federal Acquisition Regulation (FAR) 8.405-3

14. Payment Address:
    4001 Fairfax Dr., Ste 201
    Arlington VA 22203-1614

15. Warranty/Guarantee Provision: N/A

16. Export Packing Charges: Not Applicable

17. List of Participating Dealers: Not Applicable

18. Environmental Attributes (e.g., recycled content, energy efficiency, and/or reduced pollutants): N/A

19. Section 508 Compliance: Yes

20. 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.

21. Data Universal Numbering System (DUNS) Number: 079635891

21a. Taxpayer Identification Number (TIN): 47-2416792

21b. Business Size: Small Business

21c. CAGE Code: 7ADL5

21d. System for Award Management (SAM): Royce Geospatial Consultants, Inc. is currently registered within the System for Award Management (SAM) database.

22. 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.
23. **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.

24. **Federal Information Technology Telecommunications 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.

25. **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.

26. **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.

27. **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).

28. **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)

29. **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](http://www.gsaadvantage.gov)

30. **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.

31. **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.

32. **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:

None

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.

33. **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).

34. **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.

35. 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 received 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.

36. 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.


(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.
38. **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).

39. **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)
1. SCOPE

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

a. (1) Cancel the stop-work order; or

b. (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
8. RESPONSIBILITIES OF THE ORDERING ACTIVITY

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

9. INDEPENDENT CONTRACTOR

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

10. ORGANIZATIONAL CONFLICTS OF INTEREST

a. Definitions.

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

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

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

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

11. INVOICES

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

12. PAYMENTS

For firm-fixed price orders the ordering activity shall pay the Contractor, upon submission of proper invoices or vouchers, the prices stipulated in this contract for service rendered and accepted. Progress payments shall be made only when authorized by the order. For time-and-materials orders, the Payments under Time-and-Materials and Labor-Hour Contracts at FAR 52.212-4 (MAR 2009) (ALTERNATE I – OCT 2008) (DEVIAITION 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.
1. SCOPE

1. The terms and conditions stated under Special Item Numbers 541370GEO Earth Observation Solutions apply exclusively to this SIN within the Information Technology Schedule.

2. This SIN is a solutions SIN, which involves services and products to include but not limited to imagery, subscriptions, software, platform and data as a service, and end-to-end data analytics. This SIN provides ordering activities with access to a wide range of Earth Observation Solutions.

3. Earth Observation Solutions provided shall comply with all certifications and industry standards as specified by ordering activity.

4. 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. INFORMATION ASSURANCE/SECURITY REQUIREMENTS

1. The contractor shall meet information assurance and security requirements in accordance with the ordering activity requirements specified in the order and/or Blanket Purchase Agreement. The ordering activity is responsible for ensuring to the maximum extent practicable that each requirement issued is in compliance with the Federal Information Security Management Act (FISMA) as applicable.

2. The ordering activity shall assign an impact level (per Federal Information Processing Standards Publication 199 & 200 (FIPS 199, “Standards for Security Categorization of Federal Information and Information Systems”) (FIPS 200, “Minimum Security Requirements for Federal Information and Information Systems”) prior to issuing the initial statement of work. Evaluations shall consider the extent to which each proposed service accommodates the necessary security controls based upon the assigned impact level. The Contractor awarded the SIN shall be capable of meeting at least the minimum security requirements assigned against a low-impact information system.

3. The ordering activity reserves the right to independently evaluate, audit, and verify the FISMA compliance for any proposed or awarded services. All FISMA certification, accreditation, and evaluation activities are the responsibility of the ordering activity.

4. Ordering activities are responsible for determining any additional information assurance and security related requirements based on the nature of the application and relevant mandates. This may include incorporation of the appropriate security forms (e.g., a DD-254) for any special clearance requirements and indoctrinations, such as Sensitive Compartmented Information (SCI). This may also include DOD Directives cited in specific orders and Blanket Purchase Agreements.

3. STANDARDS COMPLIANCE

a. Vendor suitability for offering solutions through the Earth Observation Solutions SIN must be in accordance with the laws and standards when cited applicable to specific orders and Blanket Purchase Agreements. Offerings shall comply with cited Department of Defense (DoD) standards, Intelligence Community (IC) standards, Open Geospatial Consortium (OGC) standards (http://www.opengeospatial.org/standards), and other standards such as https://nationalmap.gov/standards stated as applicable in specific orders and Blanket Purchase Agreements.

4. ORDER

1. Ordering activities/agencies may use written orders, Electronic Data Interchange (EDI) orders, Blanket Purchase Agreements, individual purchase orders, delivery 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.
2. All delivery or task orders are subject to the terms and conditions of the contract. In the event of conflict between an order and the contract, the contract will take precedence.

5. PERFORMANCE OF SERVICES

1. The Contractor shall commence performance of services on the date agreed to by the Contractor and the ordering activity.
2. The Contractor agrees to render services during normal working hours, unless otherwise agreed to by the Contractor and the ordering activity.
3. 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.
4. Any Contractor travel required in the performance of Earth Observation Solutions 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. All travel will be agreed upon with the client prior to the Contractor’s travel.

6. INSPECTION/ACCEPTANCE

The Contractor shall only tender for acceptance those items that conform to the requirements of this contract. The ordering activity reserves the right to inspect or test any product that has been tendered for acceptance. The ordering activity may require repair or replacement of nonconforming item at no increase in contract price. The ordering activity must exercise its post acceptance rights (1) within a reasonable time after the defect was discovered or should have been discovered; and (2) before any substantial change occurs in the condition of the product, unless the change is due to the defect in the product. For inspection and acceptance, the latest versions in the contract apply of 52.212-4 CONTRACT TERMS AND CONDITIONS – COMMERCIAL ITEMS and 552.212-4 - CONTRACT TERMS AND CONDITIONS – COMMERCIAL ITEMS.

7. COMMERCIAL SUPPLIER AGREEMENTS

Commercial Supplier Agreements to include Enterprise User License Agreements or Terms of Service (TOS) agreements. The Contractor shall provide all Commercial Supplier Agreements to include Enterprise User License Agreements or Terms of Service (TOS) agreements in an editable Microsoft Office (Word) format for review prior to award.

8. WARRANTY

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

N/A – Services only

2. The Contractor warrants and implies that the items delivered hereunder are merchantable and fit for use for the particular purpose described in this contract. If no implied warranties are given, an express warranty of at least 60 days must be given in accordance with FAR 12.404(b)(2).
3. Limitation of Liability. Except as otherwise provided by an express or implied warranty, the Contractor will not be liable to the ordering activity for consequential damages resulting from any defect or deficiencies in accepted items.

9. TECHNICAL SERVICES

The Contractor, without additional charge to the ordering activity, shall provide a hot line technical support number for the purpose of providing user assistance and guidance in the implementation of any software provided. The technical support number is available from 8 A.M. to 5 P.M. EST at (571) 206 – 8126.
10. 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 (MAY 2014) Rights in Data – General, may apply.

The Contractor shall comply with contract clause (52.204-21) to the Federal Acquisition Regulation (FAR) for the basic safeguarding of contractor information systems that process, store, or transmit Federal data received by the contract in performance of the contract. This includes contract documents and all information generated in the performance of the contract.

11. RESPONSIBILITIES OF THE ORDERING ACTIVITY

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

All work performed under the Earth Observation Solutions SIN shall be as an independent Contractor, and not as an agent or employee of the ordering activity.

12. ORGANIZATIONAL CONFLICTS OF INTEREST

1. 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.

2. 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.

14. INVOICES

The Contractor, upon completion of the work ordered, shall submit invoices. 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.

15. RESUMES

Resumes shall be provided to the GSA Contracting Officer or the user ordering activity upon request or as required. The contractor is required to provide personnel meeting the qualifications specified under any labor categories quoted on a Time & Materials order or that form the Firm Fixed Price.

16. 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.

DESCRIPTION OF SERVICES AND PRICING

<table>
<thead>
<tr>
<th>Labor Category (LCAT) Descriptions</th>
<th>Level Description / Knowledge / Skill Level</th>
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</table>
| Source Strategies Analyst          | These are level 1, developmental services with typical experience being less than 3 years (Minimum 1 year with Associate's Degree). Services requiring apprentice level support will require a person to have minimal experience in providing these services. The work of an apprentice will necessitate learning and oversight from a skilled person of a higher level. Their work will be scrutinized by senior personnel--government and/or contractor. The contractor shall understand the technical capabilities and limitations of imagery within his/her assigned accounts. The contractor will have familiarity with all capabilities and use all GIMS functionalities to include but not limited to Advanced Search, Dissemination Rules, Strategies, NGDS-Discovery Services, GIN Creation, GIN Modification and Approval, Tasking Dashboard, Geospatial Dashboard, Supplier Management, OOI Target Creation, OOI Query, OOI Modification, OOI Management, AGI Search, Virtual File Folders, and UIM-Approved Product Holdings (Report) Search. The contractor will have familiarity with MS Office, to include Word, Excel, PowerPoint and Outlook. With guidance and direct supervision, the contractor will apply well-established strategies or procedures to effectively perform routine GEOINT analysis. The contractor shall have a basic understanding of straightforward GEOINT situations or problems and collect information from routine sources. The contractor shall be able to analyze and integrate basic information to identify clear patterns or trends and draw
reasonable, logical conclusions for the straightforward GEOINT problems. The contractor shall complete sound and timely GEOINT analysis in well-defined, low-risk situations affecting their own work. The contractor shall have advanced level of oral and written communication skills. The contractor will have demonstrated expert customer support skills.

Level 2

These services require contractor personnel who are competent in their trade with typical experience of 3 years or greater but less than 10 years (minimum 3 years with Bachelor's Degree). This level is considered the full-performance level. A bachelor degree in a field related to the support services may count for up to four years of this experience. The government may request proof of this education and justification of how it meets the requirements of these services. A level 2 should be expected to work with minimal oversight. A level 2 should be fully capable of meeting most services without direction. Government and/or contractor personnel may still perform quality control and quality assurance checks on their work but should not find significant errors. Level 2 level contractor employees are expected to assist apprentice level personnel in learning their trade. Level 2 level contractor employees also are expected to collaborate with government and contractor personnel in GEOINT and the IC in the performance of services. Such collaboration should provide accurate technical information that contributes to synergized analysis that is better than the sum of the individual parts. Level 2 level contractor personnel should regularly provide division level support and may periodically be called upon to provide support at the office level. U) The contractor will have familiarity with all capabilities and use all GIMS functionalities to include but not limited to Advanced Search, Dissemination Rules, Strategies, NGDS-Discovery Services, GIN Creation, GIN Modification and Approval, Tasking Dashboard, Geospatial Dashboard, Supplier Management, OOI Target Creation, OOI Query, OOI Modification, OOI Management, AGI Search, Virtual File Folders, and UIM-Approved Product Holdings. (Report)
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These services require contractor personnel who are advanced in their knowledge and skills in their fields and have demonstrated this knowledge and skill in previous work. Typical experience at this level is 10 years or greater but less than 20 years (10 years minimum with Bachelors Degree). A bachelor degree in a field related to the support services may count for up to four years of this experience. A master degree in a field related to the support services may count for up to two additional years of this experience. The government may request proof of this education and justification of how it meets the requirements of these services. A senior should be expected to work with no oversight. A senior should be fully capable of meeting all services required without direction. Level 3 will be capable of providing direction to lower level contractor employees (apprentice and Level 2) and of performing quality control and quality assurance checks on other employees' work. Level 3 may provide oversight of fellow contractor employees from their own company. Level 3 are expected to provide advice to government leadership on processes, procedures, technology, and items of interest. Level 3 are also expected to lead collaboration across GEOINT analysts in the performance of services. Such collaboration efforts should lead to better synergized analysis than the sum of the individual parts. Level 3 should provide senior level support to GEOINT office level leadership. U) The contractor will have familiarity with all capabilities and use all GIMS functionalities to include but not limited to Advanced Search, Dissemination Rules, Strategies, NGDS-Discovery Services, GIN Creation, GIN Modification and Approval, Tasking Dashboard, Geospatial Dashboard, Supplier Management, OOI Target Creation, OOI Query, OOI Modification, OOI Management, AGI Search, Virtual File Folders, and UIM-Approved Product Holdings (Report) Search. The contractor will have familiarity with MS Office, to include Word, Excel, PowerPoint and Outlook. With guidance and direct supervision, the contractor will apply well-established strategies or procedures to effectively perform routine GEOINT analysis. The contractor shall have a basic understanding of straightforward GEOINT situations or problems and collect information from routine sources. The contractor shall be able to analyze and integrate basic information to identify clear patterns or trends and draw reasonable, logical conclusions for the straightforward GEOINT problems. The contractor shall complete sound and timely GEOINT analysis in well-defined, low-risk situations affecting their own work. The contractor shall have advanced level of oral and written communication
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<tr>
<th>Level 4</th>
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<td>These services require contractor personnel who have a complete and thorough knowledge of their tradecraft, have considerable demonstrated experience, and have shown their skills to be the best of their peers. Typical experience in excess of 20 years is required for this level of support. A bachelor degree in a field related to the support services may count for up to four years of this experience. A master degree in a field related to the support services may count for an additional two years of this experience. A doctorate degree in a field related to the support services may count for up to three years of this experience. The government may request proof of this education and justification of how it meets the requirements of these services. A level 4 should be expected to oversee others in their work. An expert must meet all of the services required and provide direction to others in performing these duties. Level 4 will be expected to provide senior level advice to senior leadership in GEOINT and the IC at the office and directorate level. These FTEs may also be called upon periodically to advise organizations outside of the area they are normally providing support. Collaboration should be a normal part of their duties. U) The contractor will have familiarity with all capabilities and use all GIMS functionalities to include but not limited to...</td>
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The contractor will have demonstrated expert customer support skills.
Advanced Search, Dissemination Rules, Strategies, NGDS-
Discovery Services, GIN Creation, GIN Modification and
Approval, Tasking Dashboard, Geospatial Dashboard, Supplier
Management, OOI Target Creation, OOI Query, OOI
Modification, OOI Management, AGI Search, Virtual File
Folders, and UIM-Approved Product Holdings (Report) Search.
The contractor will have familiarity with MS Office, to include
Word, Excel, PowerPoint and Outlook. With guidance and
direct supervision, the contractor will apply well-
established strategies or procedures to effectively perform routine GEOINT
analysis. The contractor shall have a basic understanding of
straightforward GEOINT situations or problems and collect
information from routine sources. The contractor shall be able
to analyze and integrate basic information to identify clear
patterns or trends and draw reasonable, logical conclusions for
the straightforward GEOINT problems. The contractor shall
complete sound and timely GEOINT analysis in well-defined,
low-risk situations affecting their own work. The contractor
shall have advanced level of oral and written communication
skills. The contractor will have demonstrated expert customer
support skills.

### Source Requirements Integration Analyst

| Level2 | Exp: 3-10 yrs. Bachelor degree in related field may count for 4 yrs exp. Full performance level, minimal oversight, QC without significant errors, collaborate with NGA and IC. Source matter expert in one intelligence field = GEOINT, SIGINT, AGI (MASINT), OSINT, or HUMINT - on a majority of the sections of TCPED process; Collaboration across more than one KC on a routine basis; Able to prepare presentations and briefings for senior NGA personnel with little oversight; Participation in issue-specific Technical Exchange Meetings, taking and resolving action items as necessary. |
| Level3 | Exp: 11-20 yrs. Bachelor degree in related field may count for 4 yrs. Master may count for 2 additional yrs. No oversight, meet services without direction, may provide oversight, provide advice to gov’t leadership, lead collaboration. Source matter expert in one intelligence field - GEOINT, SIGINT, AGI (MASINT), OSINT, or HUMINT - on all aspects of the TCPED process; Leader of meeting(s) across KC and external participants on specialized topic; Major participant in multi-KC and agency meetings, frequently presenting issues for resolution; Prepare briefings and presentations for D or DD/NGA quality and be prepared to present at D or DD/NGA level; Support government |
lead and assist other contractor personnel on issue-specific subject; Present at conferences of specialized subject as source matter expert; Participate on Tiger Teams.

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<tr>
<th>Level4</th>
<th>Exp: &gt;20 yrs. Bachelor degree in related field may count for 4 yrs. Master may count for 2 additional yrs. Doctorate may count for 3 additional yrs. Provide oversight, provide direction to others, senior level collaboration routine. Recognized source matter expert on each portion of TCPED process in an intelligence field (GEOINT, SIGINT, AGI, OSINT or HUMINT) area and possible relationships between multiple intelligence fields; Routinely prepare and present D/NGA quality briefings and analysis to senior NGA personnel (D level of multiple KC elements) and to D or DD/NGA; Participate on Senior Level Tiger Teams.</th>
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<tr>
<td><strong>Training Specialist</strong></td>
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<tr>
<td>Level1</td>
<td>Applies fundamental concepts, processes, practices, and procedures on technical assignments. Performs work that requires practical experience and training. Work is performed under supervision. Bachelor’s Degree -0-2 years’ experience. Assesses, designs, and conceptualizes training scenarios, approaches, objectives, plans, tools, aids, curriculums, and other state of the art technologies related to training and behavioral studies. Trains personnel by conducting formal classroom courses, workshops, and seminars. Develops and revises training courses. Prepares training catalogs and course materials. Identifies the best approach training requirements to include, but not limited to hardware, software, simulations, course assessment and refreshment, assessment centers, oral examinations,</td>
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<tr>
<td>Level2</td>
<td>Possesses and applies expertise on multiple complex work assignments. Assignments may be broad in nature, requiring originality and innovation in determining how to accomplish tasks. Operates with appreciable latitude in developing methodology and presenting solutions to problems. Contributes to deliverables and performance metrics where applicable. Bachelor’s Degree -3-5 years’ experience, ,. Assesses, designs, and conceptualizes training scenarios, approaches, objectives, plans, tools, aids, curriculums, and other state of the art technologies related to training and behavioral studies. Trains personnel by conducting formal classroom courses, workshops, and seminars. Develops and revises training courses. Prepares</td>
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training catalogs and course materials. Identifies the best approach training requirements to include, but not limited to hardware, software, simulations, course assessment and refreshment, assessment centers, oral examinations,

| Level3 | Possesses and applies a comprehensive knowledge across key tasks and high impact assignments. Plans and leads major technology assignments. Evaluates performance results and recommends major changes affecting short-term project growth and success. Functions as a technical expert across multiple project assignments. May supervise others. Bachelor’s Degree 5+ years’ experience. Assesses, designs, and conceptualizes training scenarios, approaches, objectives, plans, tools, aids, curriculums, and other state of the art technologies related to training and behavioral studies. Trains personnel by conducting formal classroom courses, workshops, and seminars. Develops and revises training courses. Prepares training catalogs and course materials. Identifies the best approach training requirements to include, but not limited to hardware, software, simulations, course assessment and refreshment, assessment centers, oral examinations, |
|---|
| Systems Engineer | Level2 | Possesses and applies expertise on multiple complex work assignments. Assignments may be broad in nature, requiring originality and innovation in determining how to accomplish tasks. Operates with appreciable latitude in developing methodology and presenting solutions to problems. Contributes to deliverables and performance metrics where applicable. Bachelor’s Degree 3-5 years’ experience. Provides analysis related to the design, development, and integration of hardware, software, manmachine interfaces and all system level requirements to provide an integrated IT solution. (b) Develops integrated system test requirement, strategies, devices and systems. Directs overall system level testing. |
| Level3 | Possesses and applies a comprehensive knowledge across key tasks and high impact assignments. Plans and leads major technology assignments. Evaluates performance results and recommends major changes affecting short-term project growth and success. Functions as a technical expert across multiple project assignments. May supervise others. Bachelor’s Degree 5+ years’ experience. Provides analysis related to the design, development, and integration of hardware, software, manmachine interfaces and all system level requirements to provide an integrated IT solution. (b) Develops integrated system test requirement, strategies, devices and systems. Directs overall system level testing. |
| Level4 | Provides technical/management leadership on major tasks or technology assignments. Establishes goals and plans that meet project objectives. Has domain and expert technical knowledge. Directs and controls activities for a client, having overall responsibility for financial management, methods, and staffing to ensure that technical requirements are met. Interactions involve client negotiations and interfacing with senior management. Decision making and domain knowledge may have a critical impact on overall project implementation. May supervise others. Bachelor’s Degree -10+ years of experience. Provides analysis related to the design, development, and integration of hardware, software, manmachine interfaces and all system level requirements to provide an integrated IT solution. (b) Develops integrated system test requirement, strategies, devices and systems. Directs overall system level testing. |
| Enterprise Management Engineer | Junior labor category has up to 3 years' experience and a BA/BS degree. A Junior labor category is responsible for assisting for senior position and/or performing functional duties under the oversight of more senior positions. Experience designing and implementing ITIL and operational processes, working with customers to leverage ITSM tool suite capabilities to solve business problems and with ITSM tool configuration and customization. Functions as an administrator & tool developer for IT Service Management tool suite to enable capability enhancements and support customers directly. Ensures and maintains the integrity of the ITSM processes and data. Collaborates with customers (both IT and outside IT) to gather business and functional requirements, gather process data & information, and assist with process re-design, with the goal to enable ITSM tool use in a way meaningful to customers. |
| Level2 | Mid labor category has 3 to 10 years' experience and a BA/BS or MA/MS degree. A Mid labor Category typically performs all functional duties independently. Experience designing and implementing ITIL and operational processes, working with customers to leverage ITSM tool suite capabilities to solve business problems and with ITSM tool configuration and customization. Functions as an administrator & tool developer for IT Service Management tool suite to enable capability enhancements and support customers directly. Ensures and maintains the integrity of the ITSM processes and data. Collaborates with customers (both IT and outside IT) to gather business and functional requirements, gather process data & information, and assist with process re-design, with the goal to enable ITSM tool use in a way meaningful to customers. Delivers ITSM tool solutions, participates in process audits, and helps interpret the findings. Works with customers to develop reports specific to their business units and needs. Facilitates internal customer use of the ITSM tool, including the handling of routine requests. Maintains current knowledge of relevant ITSM practices and technologies. Participates in continuous process improvement in all areas of IT |
| Level3 | Senior labor category has over 10 years' experience and a MA/MS degree. A Senior labor category typically works on high-visibility or mission critical aspects of a given program and performs all functional duties independently. A Senior labor category may oversee the efforts of less senior staff and/or be responsible for the efforts of all staff assigned to a specific job. Experience designing and implementing ITIL and operational processes, working with customers to leverage ITSM tool suite capabilities to solve business problems and with ITSM tool configuration and customization. Functions as an administrator & tool developer for IT Service Management tool suite to enable capability enhancements and support customers directly. Ensures and maintains the integrity of the ITSM processes and technologies. Participates in continuous process improvement in all areas of IT |
Collaborates with customers (both IT and outside IT) to gather business and functional requirements, gather process data & information, and assist with process re-design, with the goal to enable ITSM tool use in a way meaningful to customers. Delivers ITSM tool solutions, participates in process audits, and helps interpret the findings. Works with customers to develop reports specific to their business units and needs. Facilitates internal customer use of the ITSM tool, including the handling of routine requests. Maintains current knowledge of relevant ITSM practices and technologies. Participates in continuous process improvement in all areas of IT.

**Level 4**

Subject Matter Expert is an individual whose qualifications and/or particular expertise are exceptional and/or highly unique with a MA/MS and 11+ years of experience. Subject Matter Experts do not have specific experience/education qualifications, but are typically identified as recognized Industry leaders for a given area of expertise. Subject Matter Experts typically perform the following kinds of functions: Initiates, supervises, and/or develops requirements from a project’s inception to conclusion for complex to extremely complex programs; Provides strategic advice, technical guidance and expertise to program and project staff; Provides detailed analysis, evaluation and recommendations for improvement, optimization development, and/or maintenance efforts for client-specific or mission critical challenges/issues; Consults with client to define need or problem, supervises studies, and leads analyses to collect and analyze data to provide advice and recommend solutions. Experience designing and implementing ITIL and operational processes, working with customers to leverage ITSM tool suite capabilities to solve business problems and with ITSM tool configuration and customization. Functions as an administrator & tool developer for IT Service Management tool suite to enable capability enhancements and support customers directly. Ensures and maintains the integrity of the ITSM processes and data. Collaborates with customers (both IT and outside IT) to gather business and functional requirements, gather process data & information, and assist with process re-design, with the goal to enable ITSM tool use in a way meaningful to customers. Delivers ITSM tool solutions, participates in process audits, and helps interpret the findings. Works with customers to develop reports specific to their business units and needs. Facilitates internal customer use of the ITSM tool, including the handling of routine requests. Maintains current knowledge of relevant ITSM practices and technologies.
technologies. Participates in continuous process improvement in all areas of IT

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<tr>
<th>Help Desk/Support Specialist</th>
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<tr>
<td><strong>Level1</strong></td>
<td>Junior labor category has up to 3 years' experience and a BA/BS degree. A Junior labor category is responsible for assisting for senior position and/or performing functional duties under the oversight of more senior positions. Responsible for providing technical assistance and support related to computer systems, hardware, or software. Responds to queries, runs diagnostic programs, isolates problem, and determines and implements solution. Writes training manuals. Trains computer users. Responds to email or chat messages for customers seeking help. Asks questions to determine nature of problem. Walks customers through problem-solving process. Runs diagnostic programs to resolve problems. Follows up with customers to ensure issue has been resolved. Gains feedback from customers about system usage. Runs reports to determine malfunctions that continue to occur.</td>
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<tr>
<td><strong>Level2</strong></td>
<td>Mid labor category has 3 to 10 years' experience and a BA/BS or MA/MS degree. A Mid labor Category typically performs all functional duties independently. Responsible for providing technical assistance and support related to computer systems, hardware, or software. Responds to queries, runs diagnostic programs, isolates problem, and determines and implements solution. Writes training manuals. Trains computer users. Responds to email or chat messages for customers seeking help. Asks questions to determine nature of problem. Walks customers through problem-solving process. Runs diagnostic programs to resolve problems. Follows up with customers to ensure issue has been resolved. Gains feedback from customers</td>
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Level 3

Senior labor category has over 10 years' experience and a MA/MS degree. A Senior labor category typically works on high-visibility or mission critical aspects of a given program and performs all functional duties independently. A Senior labor category may oversee the efforts of less senior staff and/or be responsible for the efforts of all staff assigned to a specific job. Responsible for providing technical assistance and support related to computer systems, hardware, or software. Responds to queries, runs diagnostic programs, isolates problem, and determines and implements solution. Writes training manuals. Trains computer users. Responds to email or chat messages for customers seeking help. Asks questions to determine nature of problem. Walks customers through problem-solving process. Runs diagnostic programs to resolve problems. Follows up with customers to ensure issue has been resolved. Gains feedback from customers about system usage. Runs reports to determine malfunctions that continue to occur.

Level 4

Subject Matter Expert is an individual whose qualifications and/or particular expertise are exceptional and/or highly unique with a MA/MS and 11+ years of experience. Subject Matter Experts do not have specific experience/education qualifications, but are typically identified as recognized Industry leaders for a given area of expertise. Subject Matter Experts typically perform the following kinds of functions: Initiates, supervises, and/or develops requirements from a project's inception to conclusion for complex to extremely complex programs; Provides strategic advice, technical guidance and expertise to program and project staff; Provides detailed analysis, evaluation and recommendations for improvement, optimization development, and/or maintenance efforts for client-specific or mission critical challenges/issues; Consults with client to define need or problem, supervises studies, and leads analyses to collect and analyze data to provide advice and recommend solutions. Responsible for providing technical assistance and support related to computer systems, hardware, or software. Responds to queries, runs diagnostic programs, isolates problem, and determines and implements solution. Writes training manuals. Trains computer users. Responds to email or chat messages for customers seeking help. Asks
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<th>Analytic Model Developer</th>
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<td><strong>Level1</strong></td>
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<td><strong>Level2</strong></td>
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<tr>
<td><strong>Level4</strong></td>
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<tr>
<td><strong>Cloud Analytics Developer</strong></td>
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<tr>
<td>Data Scientist</td>
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<td><strong>Level1</strong></td>
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<td><strong>Level2</strong></td>
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models and algorithms in familiar domains for a variety of mission driven problems; recognizing the capabilities and limitations of methods. Demonstrated good oral and written communication skills.

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<th>Level3</th>
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<td>These services require contractor personnel who are advanced in their knowledge and skills in their fields and have demonstrated this knowledge and skill in previous work. Typical experience at this level is 10 years or greater but less than 20 years (10 years minimum with Bachelors Degree). A bachelor degree in a field related to the support services may count for up to four years of this experience. A master degree in a field related to the support services may count for up to two additional years of this experience. The government may request proof of this education and justification of how it meets the requirements of these services. A senior should be expected to work with no oversight. A senior should be fully capable of meeting all services required without direction. Level 3 will be capable of providing direction to lower level contractor employees (apprentice and Level 2) and of performing quality control and quality assurance checks on other employees' work. Level 3 may provide oversight of fellow contractor employees from their own company. Level 3 are expected to provide advice to government leadership on processes, procedures, technology, and items of interest. Level 3 are also expected to lead collaboration across GEOINT analysts in the performance of services. Such collaboration efforts should lead to better synergized analysis than the sum of the individual parts. Level 3 should provide senior level support to GEOINT office level leadership. Determine the most appropriate research projects, data collection and methodologies. Identify, retrieve, manipulate, relate and/or exploit multiple structured and unstructured data sets from various sources, including building or generating new data sets as appropriate. Interpret and</td>
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evaluate the results of data science community’s methods models and/or algorithms, understanding the meaning, limitations and scope of the results, translating into insightful output for data science and/or mission and identifying other applications for use. Initiate the efficient implementation of methods, tools, algorithms, including preliminary data exploration, data visualization and preparation, model calibration, specification or estimation: and algorithm validation and verification using a comprehensive range of technologies (e.g. software packages, programming languages, computational environments). Educate managers, senior internal officers and the IC through mediums such as presentations, documentation and discussions. Lead work unit proactively addressing and responding to the most difficult data science-related challenges in a timely manner while effectively balancing competing priorities. Coordinate subtasks for successful project task integration. Demonstrated strong writing and briefing skills consistent with national-level performance.

Level 4

These services require contractor personnel who have a complete and thorough knowledge of their tradecraft, have considerable demonstrated experience, and have shown their skills to be the best of their peers. Typical experience in excess of 20 years is required for this level of support. A bachelor degree in a field related to the support services may count for up to four years of this experience. A master degree in a field related to the support services may count for an additional two years of this experience. A doctorate degree in a field related to the support services may count for up to three years of this experience. The government may request proof of this education and justification of how it meets the requirements of these services. A level 4 should be expected to oversee others in their work. An expert must meet all of the services required and provide direction to others in performing these duties. Level 4 will be expected to provide senior level advice to senior leadership in GEOINT and the IC at the office and directorate level. These FTEs may also be called upon periodically to advise organizations outside of the area they are normally providing support. Collaboration should be a normal part of their duties. Identify and effectively evaluate an extensive range of methods, models and algorithms and design novel solutions for complex mission-driven problems of high importance without existing
applied or theoretical solutions in both familiar and unfamiliar domains. Determine the most appropriate research design for challenging data collection and research projects. Initiate and lead the efficient implementation and/or productization of methods, tools, algorithms; exploit the unique values of an extensive range of technologies (e.g. software packages, programming languages, computational environments). Identify collection opportunities that enhance organizational holdings and minimize gaps or lead implementation of novel strategies to enable exploitation or further refinement of complex structured and unstructured data sets. Interpret and evaluate the results of data science community’s methods, models and/or algorithms, understanding the meaning, limitations and scope of results. Translate into insightful output for data science and/or mission and identifying other applications for multiple uses across a wide variety of mission domains. Drive data science tradecraft within IC (e.g. course design, executive-level briefings). Educate leaders at GEOINT and the IC through presentations, documentation or discussions.

**Systems Security Engineer**

**Level 1**

Provide system security engineering services to assist with the development of Information Assurance (IA) solutions and IA security architectures, training, and knowledge sharing, reviewing development programs for interoperability conformance and security considerations and supporting other IA security-related development activities. Perform technical security engineering and capability based security analysis of system security architectures, identify vulnerabilities, and provide suggest mitigation alternatives. Analyze IA policies, capabilities, and requirements with documented recommendations to the government of IA relevant improvements for the development or refinement of IA security solutions. Provides system security engineering services for security functions such as Independent Verification & Validation (IV&V), GEOINT Testing Organization (NTO) processes, and GEOINT Certification & Accreditation (C&A) processes. 0-3 years of experience with Bachelors Degree.
| Level2 | Provide system security engineering services to assist with the development of Information Assurance (IA) solutions and IA security architectures, training, and knowledge sharing, reviewing development programs for interoperability conformance and security considerations and supporting other IA security-related development activities. Perform technical security engineering and capability based security analysis of system security architectures, identify vulnerabilities, and provide suggest mitigation alternatives. Analyze IA policies, capabilities, and requirements with documented recommendations to the government of IA relevant improvements for the development or refinement of IA security solutions. Provides system security engineering services for security functions such as Independent Verification & Validation (IV&V), GEOINT Testing Organization (NTO) processes, and GEOINT Certification & Accreditation (C&A) processes. 4-8 years of experience with Bachelors Degree. |
| Level3 | Provide system security engineering services to assist with the development of Information Assurance (IA) solutions and IA security architectures, training, and knowledge sharing, reviewing development programs for interoperability conformance and security considerations and supporting other IA security-related development activities. Perform technical security engineering and capability based security analysis of system security architectures, identify vulnerabilities, and provide suggest mitigation alternatives. Analyze IA policies, capabilities, and requirements with documented recommendations to the government of IA relevant improvements for the development or refinement of IA security solutions. Provides system security engineering services for security functions such as Independent Verification & Validation (IV&V), GEOINT Testing Organization (NTO) processes, and GEOINT Certification & Accreditation (C&A) processes. 9-11 years of experience with Bachelors degree OR at least 7-9 years of experience with Masters Degree. |
| Level4 | Provide system security engineering services to assist with the development of Information Assurance (IA) solutions and IA security architectures, training, and knowledge sharing, reviewing development programs for interoperability conformance and security considerations and supporting other IA security-related development activities. Perform technical security engineering and capability based security analysis of system security architectures, identify vulnerabilities, and provide suggest mitigation alternatives. Analyze IA policies, capabilities, and requirements with documented recommendations to the government of IA relevant |

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improvements for the development or refinement of IA security solutions. Provides system security engineering services for security functions such as Independent Verification & Validation (IV&V), GEOINT Testing Orgnaization (NTO) processes, and GEOINT Certification & Accreditation (C&A) processes. 12+ years of expereince with Bachelors degree OR at least 10+ years of experience with Masters Degree.

## Software Developer

<table>
<thead>
<tr>
<th>Level</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Level 1</td>
<td>Researches, designs, develops, and/or modifies enterprise-wide systems and/or applications software. Involved in planning of system and development deployment as well as responsible for meeting software compliance standards. Evaluates interface between hardware and software, operational requirements, and characteristics of overall system. Documents testing and maintenance of system corrections. 0-3 years of experience with Bachelors Degree.</td>
</tr>
<tr>
<td>Level 2</td>
<td>Researches, designs, develops, and/or modifies enterprise-wide systems and/or applications software. Involved in planning of system and development deployment as well as responsible for meeting software compliance standards. Evaluates interface between hardware and software, operational requirements, and characteristics of overall system. Documents testing and maintenance of system corrections. 4-8 years of experience with Bachelors Degree.</td>
</tr>
<tr>
<td>Level 3</td>
<td>Researches, designs, develops, and/or modifies enterprise-wide systems and/or applications software. Involved in planning of system and development deployment as well as responsible for meeting software compliance standards. Evaluates interface between hardware and software, operational requirements, and characteristics of overall system. Documents testing and maintenance of system corrections. 9-11 years of experience with Bachelors degree OR at least 7-9 years of experience with Masters Degree.</td>
</tr>
<tr>
<td>Level 4</td>
<td>Researches, designs, develops, and/or modifies enterprise-wide systems and/or applications software. Involved in planning of system and development deployment as well as responsible for meeting software compliance standards. Evaluates interface between hardware and software, operational requirements, and characteristics of overall system. Documents testing and maintenance of system corrections. 12+ years of experience with Bachelors degree OR at least 10+ years of experience with Masters Degree.</td>
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</table>

## Web Developer
| Level 1 | Researches, designs, develops, and/or modifies Web systems and/or application. Involved in planning of Web system and development deployment as well as responsible for meeting software compliance standards. Evaluates interface between hardware and software, operational requirements, and characteristics of overall system. Documents testing and maintenance of system corrections. 0-3 years of experience with Bachelors Degree. |
| Level 2 | Researches, designs, develops, and/or modifies Web systems and/or application. Involved in planning of Web system and development deployment as well as responsible for meeting software compliance standards. Evaluates interface between hardware and software, operational requirements, and characteristics of overall system. Documents testing and maintenance of system corrections. 4-8 years of experience with Bachelors Degree. |
| Level 3 | Researches, designs, develops, and/or modifies Web systems and/or application. Involved in planning of Web system and development deployment as well as responsible for meeting software compliance standards. Evaluates interface between hardware and software, operational requirements, and characteristics of overall system. Documents testing and maintenance of system corrections. 9-11 years of experience with Bachelors degree OR at least 7-9 years of experience with Masters Degree. |
| Level 4 | Researches, designs, develops, and/or modifies Web systems and/or application. Involved in planning of Web system and development deployment as well as responsible for meeting software compliance standards. Evaluates interface between hardware and software, operational requirements, and characteristics of overall system. Documents testing and maintenance of system corrections. 12+ years of experience with Bachelors degree OR at least 10+ years of experience with Masters Degree. |
| Systems Administrator | |
### Level 1

Junior labor category has up to 3 years' experience and a BA/BS degree. A Junior labor category is responsible for assisting for senior position and/or performing functional duties under the oversight of more senior positions. Experience in Windows and/or Unix/Linux server administration in either or both physical and virtualized environments. Demonstrated experience with scripting (VB, PERL, shell, etc), customer service and support and a working knowledge of IT security concepts and best practices. Familiarity with Windows Active Directory and Group Policy Objects, working knowledge of concepts such as TCP/IP, DNS, LDAP, firewalls, Local and Wide Area Networks, experience with Storage Area Networks and Network Attached Storage, and knowledge of databases (SQL, Oracle, etc). Troubleshoots software, hardware, and network issues, and addresses trouble tickets and service tasks. Configures web/database/mail/ftp servers, firewalls, VPN, etc., manages DNS records, SSL Certificates, crontab entries, and Linux/Windows user accounts. Provides junior level analysis of voice, video, radio-frequency, and/or data communications networks, including planning, designing, evaluating, selecting, and upgrading operating systems and protocol suites and configuring communication media with concentrators, bridges, and other devices. Plans network layouts and configures systems to user environments. Analyzes network topologies and traffic and capacity requirements. Supports the acquisition of hardware and software as well as subcontractor services as needed. May provide technical support and troubleshooting to users. May perform network administration duties.

### Level 2

Mid labor category has 3 to 10 years' experience and a BA/BS or MA/MS degree. A Mid labor Category typically performs all functional duties independently. Experience in Windows and/or Unix/Linux server administration in either or both physical and virtualized environments. Demonstrated experience with scripting (VB, PERL, shell, etc), customer service and support and a working knowledge of IT security concepts and best practices. Familiarity with Windows Active Directory and Group Policy Objects, working knowledge of concepts such as TCP/IP, DNS, LDAP, firewalls, Local and Wide Area Networks, experience with Storage Area Networks and Network Attached Storage, and knowledge of databases (SQL, Oracle, etc). Troubleshoots software, hardware, and network issues, and addresses trouble tickets and service tasks. Configures web/database/mail/ftp servers, firewalls, VPN, etc., manages DNS records, SSL Certificates, crontab entries, and Linux/Windows user accounts. Provides journeyman level...
### Level 3

Senior labor category has over 10 years' experience and a MA/MS degree. A Senior labor category typically works on high-visibility or mission critical aspects of a given program and performs all functional duties independently. A Senior labor category may oversee the efforts of less senior staff and/or be responsible for the efforts of all staff assigned to a specific job. Experience in Windows and/or Unix/Linux server administration in either or both physical and virtualized environments. Demonstrated experience with scripting (VB, PERL, shell, etc), customer service and support and a working knowledge of IT security concepts and best practices. Familiarity with Windows Active Directory and Group Policy Objects, working knowledge of concepts such as TCP/IP, DNS, LDAP, firewalls, Local and Wide Area Networks, experience with Storage Area Networks and Network Attached Storage, and knowledge of databases (SQL, Oracle, etc). Troubleshoots software, hardware, and network issues, and addresses trouble tickets and service tasks. Configures web/database/mail/ftp servers, firewalls, VPN, etc., manages DNS records, SSL Certificates, crontab entries, and Linux/Windows user accounts. Provides senior level analysis of voice, video, radio-frequency, and/or data communications networks, including planning, designing, evaluating, selecting, and upgrading operating systems and protocol suites and configuring communication media with concentrators, bridges, and other devices Plans network layouts and configures systems to user environments Analyzes network topologies and traffic and capacity requirements Supports the acquisition of hardware and software as well as subcontractor services as needed. May provide technical support and troubleshooting to users May perform network administration duties.
Subject Matter Expert is an individual whose qualifications and/or particular expertise are exceptional and/or highly unique with a MA/MS and 11+ year of experience. Subject Matter Experts do not have specific experience/education qualifications, but are typically identified as recognized Industry leaders for a given area of expertise. Subject Matter Experts typically perform the following kinds of functions: Initiates, supervises, and/or develops requirements from a project’s inception to conclusion for complex to extremely complex programs; Provides strategic advice, technical guidance and expertise to program and project staff; Provides detailed analysis, evaluation and recommendations for improvement, optimization development, and/or maintenance efforts for client-specific or mission critical challenges/issues; Consults with client to define need or problem, supervises studies, and leads analyses to collect and analyze data to provide advice and recommend solutions. Experience in Windows and/or Unix/Linux server administration in either or both physical and virtualized environments. Demonstrated experience with scripting (VB, PERL, shell, etc), customer service and support and a working knowledge of IT security concepts and best practices. Familiarity with Windows Active Directory and Group Policy Objects, working knowledge of concepts such as TCP/IP, DNS, LDAP, firewalls, Local and Wide Area Networks, experience with Storage Area Networks and Network Attached Storage, and knowledge of databases (SQL, Oracle, etc). Troubleshoots software, hardware, and network issues, and addresses trouble tickets and service tasks. Configures web/database/mail/ftp servers, firewalls, VPN, etc., manages DNS records, SSL Certificates, crontab entries, and Linux/Windows user accounts. Provides expert level analysis of voice, video, radio-frequency, and/or data communications networks, including planning, designing, evaluating, selecting, and upgrading operating systems and protocol suites and configuring communication media with concentrators, bridges, and other devices Plans network layouts and configures systems to user environments Analyzes network topologies and traffic and capacity requirements Supports the acquisition of hardware and software as well as subcontractor services as needed. May provide technical support and troubleshooting to users May perform network administration duties
<p>| Level2 | Mid labor category has 3 to 5 years' experience and a BA/BS or MA/MS degree. This position is responsible for providing technical expertise in the analysis, design, implementation, and maintenance of high-volume SQL, Oracle, NoSQL, MongoDB, geospatial and/or other databases within the Intelligence Community and Department of Defense. Position requires critical thinking and problem-solving abilities to address complex issues involving backup/recovery, information life cycle management, and disaster recovery for databases designed to support very large user communities. Individual must be able to support large enterprise initiatives and help resolve architectural issues in the environment and database infrastructure, as well as develop and maintain an in-depth understanding of the database architecture and the application functionality. Experience with geospatial and non-geospatial database production support on medium/large environments. Experience with database architecture within virtual environments. Strong knowledge of RDBMS internals (e.g., Oracle, SQL Server, PostgreSQL). Strong database administration and SQL skills. Operating system knowledge (Unix, Linux and/or Windows). Proficient with automation of maintenance tasks using RDBMS SQL procedural language (e.g., PL/SQL, TSQL, PL/pgSQL) and scripting tools such as shell script, Perl or Python. Superior troubleshooting skills, battle-tested in high-volume production environments. Hands on experience with RDBMS installations &amp; configuration |
| Level3 | Senior labor category has over 5-10 years' experience and a MA/MS degree. This position is responsible for providing technical expertise in the analysis, design, implementation, and maintenance of high-volume SQL, Oracle, NoSQL, MongoDB, geospatial and/or other databases within the Intelligence Community and Department of Defense. Position requires critical thinking and problem-solving abilities to address complex issues involving backup/recovery, information life cycle management, and disaster recovery for databases designed to support very large user communities. Individual must be able to support large enterprise initiatives and help resolve architectural issues in the environment and database infrastructure, as well as develop and maintain an in-depth understanding of the database architecture and the application functionality. Experience with geospatial and non-geospatial database production support on medium/large environments. Experience with database architecture within virtual environments. Strong knowledge of RDBMS internals (e.g., Oracle, SQL Server, PostgreSQL). Strong database administration and SQL skills. Operating system knowledge |</p>
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</table>

**Geospatial Engineer**
GEOSPATIAL ENGINEER; The individual performing this role will use their knowledge of geographic information systems (GIS) technology to configure solutions, implement workflows, create and provision data content, test enhancements and provide user support to geospatial customers. This role can require desk-side support to mission analysts as well as participation in larger project teams providing support in the conception, construction, implementation and testing of GIS databases, applications, and production systems. RESPONSIBILITIES: Assist in the design and development of data automation, data migration, and database development projects within the Intelligence Community and Department of Defense; Perform basic and advanced processing tasks using ArcGIS and other Esri products and extensions; Build databases or data stores from imagery and cartographic/digital sources; support the development of GIS database designs; Review, interpret, and utilize established production processes; Perform map and web map production tasks; Write geoprocessing Python and SQL scripts; Coordinate workflow with project/technical managers; Support geosaptial customers use of the ArcGIS Platform and address user requests. REQUIREMENTS: Level 2: 3 - 5 years of professional experience using GIS-related technology in a professional setting; Proficiency with the Esri product line, including ArcGIS Desktop, ArcGIS Enterprise, ArcGIS Online, and related desktop extensions; Experience with automated cartography, computer science, programming, and spatial analysis; Effective verbal and written communication skills; Demonstrated problem-solving skills with the ability to think quickly; Bachelor’s in geography, GIS, cartography, computer science, or a related field, depending on position level; US citizenship RECOMMENDED QUALIFICATIONS; Background in software support or technical customer service with direct end user contact; Experience with data conversion/migration; Knowledge of Linux, UNIX, and Windows operating systems; Python scripting; SQL
Level 3

GEOSPATIAL ENGINEER; The individual performing this role will use their knowledge of geographic information systems (GIS) technology to configure solutions, implement workflows, create and provision data content, test enhancements and provide user support to geospatial customers. This role can require desk-side support to mission analysts as well as participation in larger project teams providing support in the conception, construction, implementation and testing of GIS databases, applications, and production systems. RESPONSIBILITIES: Assist in the design and development of data automation, data migration, and database development projects within the Intelligence Community and Department of Defense; Perform basic and advanced processing tasks using ArcGIS and other Esri products and extensions; Build databases or data stores from imagery and cartographic/digital sources; support the development of GIS database designs; Review, interpret, and utilize established production processes; Perform map and web map production tasks; Write geoprocessing Python and SQL scripts; Coordinate workflow with project/technical managers; Support geospatial customers use of the ArcGIS Platform and address user requests. REQUIREMENTS: Level 3: 5 - 8 years of professional experience using GIS-related technology in a professional setting; Proficiency with the Esri product line, including ArcGIS Desktop, ArcGIS Enterprise, ArcGIS Online, and related desktop extensions; Experience with automated cartography, computer science, programming, and spatial analysis; Effective verbal and written communication skills; Demonstrated problem-solving skills with the ability to think quickly; Bachelor’s in geography, GIS, cartography, computer science, or a related field, depending on position level; US citizenship RECOMMENDED QUALIFICATIONS; Background in software support or technical customer service with direct end user contact; Experience with data conversion/migration; Knowledge of Linux, UNIX, and Windows operating systems; Python scripting; SQL
Level4

GEOSPATIAL ENGINEER; The individual performing this role will use their knowledge of geographic information systems (GIS) technology to configure solutions, implement workflows, create and provision data content, test enhancements and provide user support to geospatial customers. This role can require desk-side support to mission analysts as well as participation in larger project teams providing support in the conception, construction, implementation and testing of GIS databases, applications, and production systems. RESPONSIBILITIES: Assist in the design and development of data automation, data migration, and database development projects within the Intelligence Community and Department of Defense; Perform basic and advanced processing tasks using ArcGIS and other Esri products and extensions; Build databases or data stores from imagery and cartographic/digital sources; support the development of GIS database designs; Review, interpret, and utilize established production processes; Perform map and web map production tasks; Write geoprocessing Python and SQL scripts; Coordinate workflow with project/technical managers; Support geospatial customers use of the ArcGIS Platform and address user requests. REQUIREMENTS: Level 4: 8 + years of professional experience using GIS-related technology in a professional setting; Proficiency with the Esri product line, including ArcGIS Desktop, ArcGIS Enterprise, ArcGIS Online, and related desktop extensions; Experience with automated cartography, computer science, programming, and spatial analysis; Effective verbal and written communication skills; Demonstrated problem-solving skills with the ability to think quickly; Bachelor’s in geography, GIS, cartography, computer science, or a related field, depending on position level; US citizenship RECOMMENDED QUALIFICATIONS; Background in software support or technical customer service with direct end user contact; Experience with data conversion/migration; Knowledge of Linux, UNIX, and Windows operating systems; Python scripting; SQL

GIS Tradecraft Engineer (Platform Configuration)
GIS Tradecraft Engineer (Platform Configuration): This position works closely with clients within the Intelligence Community (IC) and the Department of Defense (DoD) to establish solutions to 1) support the customer’s mission and make it successful, 2) broaden the impact of GIS technology to its business, and 3) help shape the GIS platform by identifying new implementation opportunities. Individuals in this position must be able to proactively craft, propose and implement configured solutions that address critical challenges and mission requirements faced by our customers.

Responsibilities:
- Work closely with IC and DoD customers and partners to identify, design, implement and certify key GIS workflows for the GIS platform;
- Provide platform (i.e., client and server) configuration guidance and best practices to customers;
- Understand how Esri’s technology integrates/interfaces with customers' vision;
- Communicate GIS Enterprise technologies to technical and non-technical customers;
- Be able to understand, create, and explain new data products created by spatial analysis;
- Present complex GIS technical demonstrations to various levels of staff in a diverse range of customer organizations;
- Possess a desire to immerse yourself in location-based problem solving to support our client’s missions;
- Collaborate internally to help customer organizations align their technical objectives and business goals with GIS technology platform;
- Prepare and present high-quality business and technically-related documentation;
- Communicate best practices for building and maintaining enterprise geodatabases.

Requirements:
- 2 - 5 years of experience designing, implementing, and/or administrating enterprise GIS solutions/systems and their associated APIs or interfaces;
- Knowledge of geospatial and mapping concepts such as spatial analysis, map projections, etc.;
- Experience with current technology implementation patterns including service-oriented and cloud;
- Knowledge of Agile software development methodologies (Scrum);
- Experience integrating software solutions with other business systems including data warehousing, BI, CRM, ERP, and analytics platform;
- Strong, persuasive communication skills; ability to clearly communicate technical ideas, whether to other technical peers or non-technical project managers or customers;
- Bachelor’s or master’s in geography, computer science, engineering, mathematics, GIS, or a related field, depending on position level;
- US citizenship;
- Direct work-related experience in and familiarity with the organizations and operations of the US Intelligence Community (IC) and/or Department of Defense (DoD); CompTIA Security+ Certification
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USA COMMITMENT TO PROMOTE SMALL BUSINESS PARTICIPATION PROCUREMENT PROGRAMS

PREAMBLE
Royce Geospatial Consultants, Inc. provides commercial products and services to ordering activities. We are committed to promoting participation of small, small disadvantaged and women-owned small businesses in our contracts. We pledge to provide opportunities to the small business community through reselling opportunities, mentor-protégé programs, joint ventures, teaming arrangements, and subcontracting.

COMMITMENT

To actively seek and partner with small businesses.

To identify, qualify, mentor and develop small, small disadvantaged and women-owned small businesses by purchasing from these businesses whenever practical.

To develop and promote company policy initiatives that demonstrate our support for awarding contracts and subcontracts to small business concerns.

To undertake significant efforts to determine the potential of small, small disadvantaged and women-owned small business to supply products and services to our company.

To insure procurement opportunities are designed to permit the maximum possible participation of small, small disadvantaged, and women-owned small businesses.

To attend business opportunity workshops, minority business enterprise seminars, trade fairs, procurement conferences, etc., to identify and increase small businesses with whom to partner.

To publicize in our marketing publications our interest in meeting small businesses that may be interested in subcontracting opportunities.

We signify our commitment to work in partnership with small, small disadvantaged and women-owned small businesses to promote and increase their participation in ordering activity contracts. To accelerate potential opportunities please contact (David Sterling, phone: 703-774-4145; dave@roycegeo.com).
(Insert Customer Name)

In the spirit of the Federal Acquisition Streamlining Act (ordering activity) and (Contractor) enter into a cooperative agreement to further reduce the administrative costs of acquiring commercial items from the General Services Administration (GSA) Federal Supply Schedule Contract(s) ________________.

Federal Supply Schedule contract BPAs eliminate contracting and open market costs such as: search for sources; the development of technical documents, solicitations and the evaluation of offers. Teaming Arrangements are permitted with Federal Supply Schedule Contractors in accordance with Federal Acquisition Regulation (FAR) 9.6.

This BPA will further decrease costs, reduce paperwork, and save time by eliminating the need for repetitive, individual purchases from the schedule contract. The end result is to create a purchasing mechanism for the ordering activity that works better and costs less.

Signatures

<table>
<thead>
<tr>
<th>Ordering Activity</th>
<th>Date</th>
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<tbody>
<tr>
<td>Contractor</td>
<td>Date</td>
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BLANKET PURCHASE AGREEMENT

Pursuant to GSA Federal Supply Schedule Contract Number(s) ____________, Blanket Purchase Agreements, the Contractor agrees to the following terms of a Blanket Purchase Agreement (BPA) EXCLUSIVELY WITH (ordering activity):

(1) The following contract items can be ordered under this BPA. All orders placed against this BPA are subject to the terms and conditions of the contract, except as noted below:

<table>
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<th>MODEL NUMBER/PART NUMBER</th>
<th>*SPECIAL BPA DISCOUNT/PRICE</th>
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(2) Delivery:

<table>
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<th>DESTINATION</th>
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(3) The ordering activity estimates, but does not guarantee, that the volume of purchases through this agreement will be ________________

(4) This BPA does not obligate any funds.

(5) This BPA expires on ________________ or at the end of the contract period, whichever is earlier.

(6) The following office(s) is hereby authorized to place orders under this BPA:

<table>
<thead>
<tr>
<th>OFFICE</th>
<th>POINT OF CONTACT</th>
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(7) Orders will be placed against this BPA via Electronic Data Interchange (EDI), FAX, or paper.

(8) Unless otherwise agreed to, all deliveries under this BPA must be accompanied by delivery tickets or sales slips that must contain the following information as a minimum:

(a) Name of Contractor;
(b) Contract Number;
(c) BPA Number;
(d) Model Number or National Stock Number (NSN);
(e) Purchase Order Number;
(f) Date of Purchase;
(g) Quantity, Unit Price, and Extension of Each Item (unit prices and extensions need not be shown when incompatible with the use of automated systems; provided, that the invoice is itemized to show the information); and
(h) Date of Shipment.
(9) The requirements of a proper invoice are specified in the Federal Supply Schedule contract. Invoices will be submitted to the address specified within the purchase order transmission issued against this BPA.

(10) The terms and conditions included in this BPA apply to all purchases made pursuant to it. In the event of an inconsistency between the provisions of this BPA and the Contractor’s invoice, the provisions of this BPA will take precedence.

*******************************************************************************************
BASIC GUIDELINES FOR USING
“CONTRACTOR TEAM ARRANGEMENTS”

Federal Supply Schedule Contractors may use “Contractor Team Arrangements” (see FAR 9.6) to provide solutions when responding to a ordering activity requirements.

These Team Arrangements can be included under a Blanket Purchase Agreement (BPA). BPAs are permitted under all Federal Supply Schedule contracts.

Orders under a Team Arrangement are subject to terms and conditions or the Federal Supply Schedule Contract.

Participation in a Team Arrangement is limited to Federal Supply Schedule Contractors.

Customers should refer to FAR 9.6 for specific details on Team Arrangements.

Here is a general outline on how it works:

- The customer identifies their requirements.
- Federal Supply Schedule Contractors may individually meet the customers needs, or -
- Federal Supply Schedule Contractors may individually submit a Schedules “Team Solution” to meet the customer’s requirement.
- Customers make a best value selection.