GENERAL SERVICES ADMINISTRATION
FEDERAL ACQUISITION 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 (MAS)
SIN: 54151S  PSC: D399
Pricelist current through Modification A812 dated 19 February 2020
Programming Services, IT Systems Development Services, IT Data Conversion Services, Desktop Management, Automated News, Data and other Info. Services

CONTRACT NUMBER: 47QTCA19D0063
CONTRACT PERIOD: 02/19/2019 through 02/18/2024

For more information on ordering from this Federal Supply Schedule contract, please visit:
www.gsa.gov/schedules

CONTRACTOR:  Falcon Logic, LLC
2452 Ridgehampton Ct.
Reston, VA 20191
Tel: (877) 303-2526
Web: http://www.falconlogic.com

CONTRACTOR'S POINT OF CONTACT FOR CONTRACT ADMINISTRATION:
Shazia Noreen
President
2452 Ridgehampton Ct.
Reston, VA 20191
Tel: (877) 303-2526
E-mail: snoreen@falconlogic.com

BUSINESS SIZE: SBA 8(a) EDWOSB
DUNS: 832378249
Contractor Information

1a. TABLE OF AWARDED SPECIAL ITEM NUMBERS (SINs)
   54151S Information Technology Professional Services
   OLM Order Level Materials

1b. LOWEST PRICED MODEL NUMBER AND PRICE FOR EACH AWARDED SIN: See Appendix A

1c. HOURLY RATES (Services only): See Appendix A

2. MAXIMUM ORDER THRESHOLD:
   54151S $500,000

NOTE TO ORDERING ACTIVITIES: If the best value selection places your order over the applicable Maximum Order Threshold, you have an opportunity to obtain a better schedule contract price. Before placing your order, contact the Contactor for a better price. The Contactor may (1) offer a new price for this requirement, (2) offer the lowest price available under this contract or (3) decline the order. A delivery order that exceeds the maximum order may be placed under the schedule contract in accordance with FAR 8.404.

3. MINIMUM ORDER THRESHOLD: $100.00

4. GEOGRAPHIC COVERAGE: 50 States

5. POINT(S) OF PRODUCTION: N/A

6. DISCOUNT FROM BEST MARKET RATE: GSA Net Prices can be found in Pricing Matrixes (below). Negotiated discounts have been applied and the Industrial Funding Fee has been added.

7. QUANTITY DISCOUNT(S): 1% on orders over $1,000,000.00

8. PROMPT PAYMENT TERMS: 1% if Payment is made within 20 days

9.a Government Purchase Cards will be accepted at or below the micro-purchase threshold.

9.b Government Purchase Cards will not be accepted above the micro-purchase threshold.

10. FOREIGN ITEMS: None

11a. TIME OF DELIVERY: Determined at task level

11b. EXPEDITED DELIVERY: Determined at task level

11c. OVERNIGHT AND 2-DAY DELIVERY: Determined at task level.

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: Falcon Logic, LLC
     2452 Ridgehampton Ct.
     Reston, VA 20191

13b. ORDERING PROCEDURES: Ordering Activities shall use the ordering procedures described in Federal Acquisition Regulation 8.405-3 when placing an order or establishing a BPA for supplies or services. The ordering procedures, information on Blanket Purchase Agreements (BPA’s) and a sample BPA can be found at the GSA/FSS Schedule Homepage (www.fss.gsa.gov/schedules).

14. PAYMENT ADDRESS: Falcon Logic, LLC
15. **WARRANTY PROVISION:** Standard Commercial
16. **EXPORT PACKING CHARGES:** None
17. **TERMS AND CONDITIONS OF GOVERNMENT PURCHASE CARD ACCEPTANCE:** None
18. **TERMS AND CONDITIONS OF RENTAL, MAINTENANCE, AND REPAIR (IF APPLICABLE):** Not Applicable
19. **TERMS AND CONDITIONS OF INSTALLATION (IF APPLICABLE):** Not Applicable
20. **TERMS AND CONDITIONS OF REPAIR PARTS INDICATING DATE OF PARTS PRICE LISTS AND ANY DISCOUNTS FROM LIST PRICES (IF AVAILABLE):** Not Applicable
20a. **TERMS AND CONDITIONS FOR ANY OTHER SERVICES (IF APPLICABLE):** See Appendix B
21. **LIST OF SERVICE AND DISTRIBUTION POINTS (IF APPLICABLE):** Not Applicable
22. **LIST OF PARTICIPATING DEALERS (IF APPLICABLE):** Not Applicable
23. **PREVENTIVE MAINTENANCE (IF APPLICABLE):** Not Applicable
24a. **SPECIAL ATTRIBUTES SUCH AS ENVIRONMENTAL ATTRIBUTES (e.g. recycled content, energy efficiency, and/or reduced pollutants):** Not Applicable
24b. **Section 508 Compliance for Electronic and Information Technology (EIT):** Compliant. The EIT standards can be found at: www.Section508.gov/.
25. **DUNS NUMBER:** 832378249
26. **NOTIFICATION REGARDING REGISTRATION IN SYSTEM FOR AWARD MANAGEMENT (SAM) DATABASE:** Contractor has an active registration in the System for Award Management (SAM) database.
Appendix A

GSA Pricing with IFF

<table>
<thead>
<tr>
<th>Labor Category</th>
<th>02/19-02/20</th>
<th>02/20-02/21</th>
<th>02/21-02/22</th>
<th>02/22-02/23</th>
<th>02/23-02/24</th>
</tr>
</thead>
<tbody>
<tr>
<td>541511S – Software Maintenance Services</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1 Graphic Artist</td>
<td>$93.48</td>
<td>$95.82</td>
<td>$98.21</td>
<td>$100.67</td>
<td>$103.19</td>
</tr>
<tr>
<td>2 IT Technology Consultant</td>
<td>$122.09</td>
<td>$125.14</td>
<td>$128.27</td>
<td>$131.48</td>
<td>$134.76</td>
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<tr>
<td>3 Jr. Developer</td>
<td>$97.78</td>
<td>$100.23</td>
<td>$102.73</td>
<td>$105.30</td>
<td>$107.93</td>
</tr>
<tr>
<td>4 Sr. Application Engineer/UX Engineer &amp; Unit Test Engineer</td>
<td>$126.78</td>
<td>$129.95</td>
<td>$133.20</td>
<td>$136.53</td>
<td>$139.94</td>
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<tr>
<td>5 Prin App/DB Admin/Project Technical Lead</td>
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<td>$142.92</td>
<td>$146.49</td>
<td>$150.16</td>
<td>$153.91</td>
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<td>6 Software/Web Developer-Level 2</td>
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<td>$76.83</td>
<td>$78.75</td>
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<td>$100.23</td>
<td>$102.73</td>
<td>$105.30</td>
<td>$107.93</td>
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<tr>
<td>8 Software/Web Developer-Level 5</td>
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<td>$121.67</td>
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<td>9 Software/Web Developer-Level 6</td>
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<td>$146.66</td>
<td>$150.32</td>
<td>$154.08</td>
<td>$157.93</td>
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<tr>
<td>10 Principal Application Engineer &amp; Database Administrator</td>
<td>$133.59</td>
<td>$136.93</td>
<td>$140.35</td>
<td>$143.86</td>
<td>$147.46</td>
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<td>11 Subject Matter/Functional Expert-Level 6</td>
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<td>$185.02</td>
<td>$189.64</td>
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<td>$199.24</td>
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<td>$74.59</td>
<td>$76.45</td>
<td>$78.36</td>
</tr>
<tr>
<td>13 System Administrator Sr</td>
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<td>$97.80</td>
<td>$100.25</td>
<td>$102.75</td>
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<td>14 Associate Consultant</td>
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<td>$71.36</td>
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<td>15 Jr. Consultant</td>
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<td>$86.87</td>
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<tr>
<td>16 Sr. Consultant</td>
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<td>$114.75</td>
<td>$117.61</td>
<td>$120.56</td>
<td>$123.57</td>
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<tr>
<td>17 Principal Consultant</td>
<td>$151.51</td>
<td>$155.30</td>
<td>$159.18</td>
<td>$163.16</td>
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</tr>
<tr>
<td>18 Sr. Principal Consultant</td>
<td>$202.73</td>
<td>$207.80</td>
<td>$212.99</td>
<td>$218.32</td>
<td>$223.77</td>
</tr>
</tbody>
</table>
Appendix B

Labor Categories

Graphic Artist

**Description:** Perform a variety of analytical tasks which are broad in nature and are concerned with the design and implementation, of usable interfaces for software. We rely on graphic designers to create the visual front of our software, and we value their contributions highly.

- Plan Graphic designers create visual concepts, by hand or using computer software, to communicate ideas that inspire, inform, or captivate consumers. They develop the overall layout and production design for graphical interfaces, advertisements, brochures, magazines, and corporate reports.

Requires guidance and direction from more senior level technicians, specialists, and managers only when dealing with new, uncertain situations.

**Years of Experience:** High School Degree with at least 8 years’ experience or Associate’s Degree with 6 years’ experience or Bachelor’s Degree with 4 years’ experience or Master’s Degree with 2 years’ experience.

IT Technology Consultant

**Description:** Perform a variety of analytical tasks which are broad in nature and are concerned with the design and implementation, including personnel, hardware, software and support facilities and/or equipment.

- Plans and conducts assignments, generally involving the larger and more important projects or more than one project.
- Evaluates progress and results and recommends major changes in procedures.
- Plan and perform analytical and engineering research, design development, and other assignments in conformance with design, engineering and customer specifications.
- Coordinate the activities of technicians assigned to specific analytical projects.

Exceptionally Complex - researches and evaluates new concepts and processes to improve performance. Analyzes cross-functional problem sets, identifies root causes and resolves issues. Assists more junior level technicians, specialists, and managers in their activities. Can perform all tasks of lower level technicians, specialists, and/or managers.

Directs multiple teams through to project completion. Provides guidance and direction to lower level technicians, specialists, and managers.
**Years of Experience:** High School Degree with at least 10 years’ experience or Associate’s Degree with 8 years’ experience or Bachelor’s Degree with 6 years’ experience or Master’s Degree with 4 years’ experience.

### Jr. Developer

**Description:**

- Analyze user’s requirements, concept of operations documents, and high level system architectures to develop system requirements specifications
- Analyze system requirements and supports design and development activities
- Guide users in formulating requirements, advises alternative approaches, and conducts feasibility studies
- Resolves problems with software and responds to suggestions for improvements and enhancements.
- Participates in development of software user manuals.

**Years of Experience:** High School Degree with at least 4 years’ experience or Associate’s Degree with 2 years’ experience or Bachelor’s Degree.

### Sr. Application Engineer/UX Engineer & Unit Test Engineer

**Description:**

- Work with stakeholders to understand the specific business targets behind the user-system interaction;
- Provide Agile teams with the next increment of UI design, UX guidelines, and design elements in a just-in-time fashion;
- Continually validate user experience via user experience testing
- Work with Technical Architects and Agil teams to build and maintain the technical foundation for real-time UX validation;
- Share UX guidelines across the project; educate developers on the best practices of maintaining good UI design;
- Assist Testers in UX testing and testing automation;
- Lead UI design workshops
- Attend sprint planning, backlog refinement and PI and system demonstrations whenever critical UI-related work is involved.
- Assists all phases of software systems programming applications.
- Analyze system requirements and leads design and development activities
- Guide users in formulating requirements, advises alternative approaches, and conducts feasibility studies
- Provide technical leadership for the integration of requirements, design, and technology
- Develop system architecture and system design documentation
- Guide system development and implementation planning through assessment or preparation of system engineering management plans and system integration and test plans
• Interact with the Government regarding Systems Engineering technical considerations and for associated problems, issues or conflicts
• Responsible for the technical integrity of work performed and deliverables associated with the Systems Engineering area of responsibility

Exceptionally Complex, Inter-Discipline, Inter-Organizational. Can perform tasks of senior level technicians, specialists, and or managers not performed at lower levels due to the size and/or complexity of the tasks.

Provides expert guidance and direction to Government and Vendor senior level technicians and managers. Directs multiple contractor and subcontractors teams through to project completion.

**Years of Experience:** High School Degree with at least 12 years’ experience or Associate’s Degree with 10 years’ experience or Bachelor’s Degree with 8 years’ experience or Master’s Degree with 6 years’ experience.

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**Prin App/DB Admin / Project Technical Lead**

**Description:**

• Analyze user’s requirements, concept of operations documents, and high level system architectures to develop system requirements specifications
• Designs and develops new software products or major enhancements to existing software.
• Addresses problems of systems integration, compatibility, and multiple platforms.
• Responsible for project completion.
• Performs feasibility analysis on potential future projects to management.
• Analyze system requirements and leads design and development activities
• Guide users in formulating requirements, advises alternative approaches, and conducts feasibility studies
• Provide technical leadership for the integration of requirements, design, and technology
• Incorporate new plans, designs and systems into ongoing operations
• Develop system architecture and system design documentation
• Guide system development and implementation planning through assessment or preparation of system engineering management plans and system integration and test plans
• Interact with the Government regarding Systems Engineering technical considerations and for associated problems, issues or conflicts
• Responsible for the technical integrity of work performed and deliverables associated with the Systems Engineering area of responsibility

Exceptionally Complex, Inter-Discipline, Inter-Organizational. Can perform tasks of senior level technicians, specialists, and or managers not performed at lower levels due to the size and/or complexity of the tasks.

**Years of Experience:** High School Degree with at least 14 years’ experience or Associate’s Degree with 12 years’ experience or Bachelor’s Degree with 10 years’ experience or Master’s Degree with 8 years’ experience.
Software/Web Developer-Level 2

**Description:** In concert with the software development lead, develops, tests, maintains, and supports high-performance, innovative software and web-based applications. Analyzes and troubleshoots extremely complex software problems and provides solutions using the latest technologies. Works independently on more complex projects. Integrates new software and web products with existing software and web applications in order to improve the functionality or design of the system. Requires guidance and direction from more senior level technicians, specialists, and managers only when dealing with new, uncertain situations.

**Years of Experience:** High School Degree with at least 8 years’ experience or Associate’s Degree with 6 years’ experience or Bachelor’s Degree with 4 years’ experience or Master’s Degree with 2 years’ experience.

Software/Web Developer-Level 4

**Description:** In concert with the software development lead, develops, tests, maintains, and supports high-performance, innovative software and web-based applications. Analyzes and troubleshoots extremely complex software problems and provides solutions using the latest technologies. Works independently on more complex projects. Integrates new software and web products with existing software and web applications in order to improve the functionality or design of the system.

- Designs and builds web pages using a variety of graphics software applications, Techniques, and tools.
- Designs and develops user interface features, site animation, and special-effects elements. Contributes to the design group’s efforts to enhance the look and feel of the organization’s online offerings.
- Designs, develops, troubleshoots, debugs, and implements software code (such as HTML, CGI, and JavaScript) for a component of the website.

Provides expert guidance and direction to Government and Vendor senior level technicians and managers.

**Years of Experience:** High School Degree with at least 12 years’ experience or Associate’s Degree with 10 years’ experience or Bachelor’s Degree with 8 years’ experience or Master’s Degree with 6 years’ experience.
Software/Web Developer-Level 5

**Description:** In concert with the software development lead, develops, tests, maintains, and supports high-performance, innovative software and web-based applications. Analyzes and troubleshoots extremely complex software problems and provides solutions using the latest technologies. Works independently on more complex projects. Integrates new software and web products with existing software and web applications in order to improve the functionality or design of the system.

- Researches, tests, builds, and coordinates the integration of new products per production and client requirements.
- Works with graphic designers and other members of a project team to develop the site concept, interface design, and architecture of the website.

Exceptionally Complex, Inter-Discipline, Inter-Organizational. Can perform tasks of senior level technicians, specialists, and or managers not performed at lower levels due to the size and/or complexity of the tasks.

**Years of Experience:** High School Degree with at least 14 years’ experience or Associate’s Degree with 12 years’ experience or Bachelor’s Degree with 10 years’ experience or Master’s Degree with 8 years’ experience.

Software/Web Developer-Level 6

**Description:** In concert with the software development lead, develops, tests, maintains, and supports high-performance, innovative software and web-based applications. Analyzes and troubleshoots extremely complex software problems and provides solutions using the latest technologies. Works independently on more complex projects. Integrates new software and web products with existing software and web applications in order to improve the functionality or design of the system.

- Deploys large web-based transaction systems using application servers.
- Designs the website to support the organization’s strategies and goals relative to external communications.

Exceptionally Complex, Inter-Discipline, Inter-Organizational. Can perform tasks of senior level technicians, specialists, and or managers not performed at lower levels due to the size and/or complexity of the tasks.

Provides expert guidance and direction to Government and Vendor senior level technicians and managers. Directs multiple contractor and subcontractors teams through to project completion.

**Years of Experience:** High School Degree with at least 16 years’ experience or Associate’s Degree with 14 years’ experience or Bachelor’s Degree with 12 years’ experience or Master’s Degree with 10 years’ experience.
Principal Application Engineer & Database Administrator

**Description:**

- Generally recognized as a leader in the industry in their area of expertise; sought out by others in the area of expertise for advice and guidance
- Provide expert support, analysis, research, and advice into exceptionally complex problems, and processes relating to the subject matter
- Designs and develops new software products or major enhancements to existing software.
- Addresses problems of systems integration, compatibility, and multiple platforms.
- Responsible for project completion.
- Performs feasibility analysis on potential future projects to management
- Perform highly specialized and technical tasks associated with the most current and cutting-edge technologies
- Coordinate with contract management and Government personnel to ensure the problems have been properly defined and the solutions satisfy customer needs
- Provides expertise for system accreditation

Exceptionally Complex, Inter-Discipline, Inter-Organizational. Can perform tasks of senior level technicians, specialists, and or managers not performed at lower levels due to the size and/or complexity of the tasks.

Provides expert guidance and direction to Government and Vendor senior level technicians and managers. Directs multiple contractor and subcontractors teams through to project completion.

**Years of Experience:**

High School Degree with at least 12 years’ experience or Associate’s Degree with 10 years’ experience or Bachelor’s Degree with 8 years’ experience or Master’s Degree with 6 years’ experience.

Subject Matter/Functional Expert-Level 6

**Description:**

- Generally recognized as a leader in the industry in their area of expertise; sought out by others in the area of expertise for advice and guidance
- Supports the development of cross functional or large-scale automated information systems to include enterprise architectures
• Designs system architectures to include the software, hardware, and communications to support the total requirements and provides for present and future cross functional requirements and interfaces
• Provides comprehensive definition of all aspects of system development from analysis of mission needs to verification of system performance
• Performs evaluation of system alternatives and assessment of risks and costs
• Provide expert support, analysis, research, and advice into exceptionally complex problems, and processes relating to the subject matter
• Perform highly specialized and technical tasks associated with the most current and cutting-edge technologies
• May serve as a technical consultant to a project or a number of projects dealing with an area of technical expertise
• Coordinate with contract management and Government personnel to ensure the problems have been properly defined and the solutions satisfy customer needs Exceptionally Complex, Inter-Discipline, Inter-Organizational. Can perform tasks of senior level technicians, specialists, and or managers not performed at lower levels due to the size and/or complexity of the tasks.

Provides expert guidance and direction to Government and Vendor senior level technicians and managers. Directs multiple contractor and subcontractors teams through to project completion.

**Years of Experience:** High School Degree with at least 16 years’ experience or Associate’s Degree with 14 years’ experience or Bachelor’s Degree with 12 years’ experience or Master’s Degree with 10 years’ experience.

**Sys Admin Staff**

**Description:**
• Perform systems administration of desktop and server systems connected to local and wide area networks. Desktop system management responsibilities involving account monitoring, security, Operating System (OS) installation, and other local area system administration related functions.
• Provide support for implementation, troubleshooting and maintenance of IT systems
• Manage IT system infrastructure and any processes related to these systems
• Provide support to IT systems including day-to-day operations, monitoring and problem resolution for all of the client/server/storage/network devices, mobile devices, etc.

• Provide Tier 1 and Tier 2 problem identification, diagnosis and resolution of problems

• Provide support for the escalation and communication of status to agency management and internal customers

• Provide support for the dispatch system and hardware problems and remains involved in the resolution process

• Configure and manage UNIX and Windows operating systems

• Installs/loads operating system and application software

• Isolate and resolve of hardware and software problems involving the applications, the operating system, the hardware, the communications infrastructure, or any combination thereof

• Troubleshoot, maintain integrity and configure network components along with implementing operating systems enhancements to improve reliability and performance

• Integrate new technologies into new and existing systems including the transition and migration of corporate systems.

**Years of Experience:** High School Degree with at least 4 years’ experience or Associate’s Degree with 2 years’ experience or Bachelor’s Degree.

**System Administrator Sr**

**Description:**
- Perform systems administration of desktop and server systems connected to local and wide area networks. Desktop system management responsibilities involving account monitoring, security, Operating System (OS) installation, and other local area system administration related functions.

- Provide support for implementation, troubleshooting and maintenance of IT systems

- Manage IT system infrastructure and any processes related to these systems

- Provide support to IT systems including day-to-day operations, monitoring and problem resolution for all of the client/server/storage/network devices, mobile devices, etc.

- Provide Tier 1 and Tier 2 problem identification, diagnosis and resolution of problems

- Provide support for the escalation and communication of status to agency management and internal customers

- Provide support for the dispatch system and hardware problems and remains involved in the resolution process

- Configure and manage UNIX and Windows operating systems
• Installs/loads operating system and application software

• Isolate and resolve of hardware and software problems involving the applications, the operating system, the hardware, the communications infrastructure, or any combination thereof

• Troubleshoot, maintain integrity and configure network components along with implementing operating systems enhancements to improve reliability and performance

• Integrate new technologies into new and existing systems including the transition and migration of corporate systems.

Exceptionally Complex, Inter-Discipline, Inter-Organizational. Can perform tasks of senior level technicians, specialists, and/or managers not performed at lower levels due to the size and/or complexity of the tasks.

**Years of Experience:** High School Degree with at least 8 years’ experience or Associate’s Degree with 6 years’ experience or Bachelor’s Degree with 4 years’ experience or Master’s Degree with 2 years’ experience.

**Associate Consultant**

**Description:** Contributes where able with a focus on removing impediments from Senior staff. Assists with testing, development, and management tasks as needed. Technical experience which applies to systems analysis and design techniques for complex computer applications and systems. Requires guidance and direction from more senior level technicians, specialists, and managers when dealing with new, uncertain situations

• Supports efforts to formulate functional and technical requirements
• Supports feasibility studies and makes recommendations
• Supports analysis of systems
• Analyzes and monitors performance data
• Coordinates and documents project artifacts, process flows, and procedures
• Collects and tracks project performance data (scope, cost, schedule, and quality)
• Builds work breakdown structures and project schedules
• Supports test preparation activities
• Supports functional system tests and user acceptance tests
• Tracks trends in resource usage
• Designs, builds, and generates reports
• Supports meeting preparation, facilitation and documentation

**Years of Experience:** High School Degree with at least 6 years’ experience or Associate’s Degree with 4 years’ experience or Bachelor’s Degree with 2 years’ experience.
JR. Consultant

**Description:** Performs technical and organizational tasks as able. Technical experience which applies to systems analysis and design techniques for complex computer applications and systems. Competence in all phases of systems analysis techniques, concepts and methods; also requires knowledge of available hardware, system software, input/output devices, data structures/modeling, and management practices. Requires guidance and direction from more senior level technicians, specialists, and managers when dealing with new, uncertain situations.

- Guides users in formulating functional and technical requirements
- Advises alternative approaches to solving system issues
- Conducts feasibility studies and makes recommendations
- Develops project plans, schedules, estimates, resources and status reports
- Supports projects and leads key tasks/activities
- Analyzes ways to effectively use resources to improve productivity
- Examines and provides recommendations to improve business models and productivity
- Analyzes performance indicators
- Analyzes, updates, and maintains performance data
- Assists in project portfolio modeling and analysis
- May assist in developing business impact analyses and risk analyses
- Supports data management, documentation, and report generation

**Years of Experience:** High School Degree with at least 8 years’ experience or Associate’s Degree with 6 years’ experience or Bachelor’s Degree with 4 years’ experience or Master’s Degree with 2 years’ experience.

SR. Consultant

**Description:** Serves as the main contributor to product and service delivery. Performs critical tasks necessary to complete tasked work. Technical experience which applies to systems analysis and design techniques for complex computer applications and systems. Competence in all phases of systems analysis techniques, concepts and methods; also requires knowledge of available hardware, system software, input/output devices, data structures/modeling, and management practices.

- Leads users in formulating functional and technical requirements
- Advises alternative approaches to solving system issues
- Conducts feasibility studies and makes recommendations
- Manages cross-functional projects and analytical tasks
- Develops and manages project plans (scope, cost, schedule, and quality)
- Develops project schedules, estimates, resources and status reports
- Conducts and facilitates project meetings
- Supports projects and leads key tasks/activities
- Leads and manages project communications and risk management
- Leads and oversees testing of new applications or systems
- Analyzes ways to effectively use resources to improve productivity
• Examines and provides recommendations to improve business models and productivity
• Analyzes performance indicators and performance data
• Assists in project portfolio modeling and analysis
• Ensures project quality

**Years of Experience:** High School Degree with at least 11 years’ experience or Associate’s Degree with 9 years’ experience or Bachelor’s Degree with 7 years’ experience or Master’s Degree with 5 years’ experience.

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**Principal Consultant**

**Description:** Shapes and determines the path to successful delivery of customer requests.
Serves as manager/leader for staff. Technical experience which applies to systems analysis and design techniques for complex computer applications and systems. Competence in all phases of systems analysis techniques, concepts and methods; requires knowledge of available hardware, system software, input/output devices, data structures/modeling, enterprise architecture and management practices.
• Leads users in formulating functional and technical requirements
• Leads large or complex tasks, initiatives, and programs
• Leads large cross-functional teams
• Serves as acting or deputy project manager
• Facilitates executive decision making
• Accountable for program or process-based deliverables and outcomes
• Identifies alternative approaches to solving system issues
• Identifies alternative approaches to improving current practices and procedures
• Conducts feasibility studies and makes recommendations
• Manages cross-functional projects and analytical tasks
• Develops and manages project plans (scope, cost, schedule, and quality)
• Develops project schedules, estimates, resources and status reports
• Conducts and facilitates project meetings
• Supports projects and leads key tasks/activities
• Leads and manages project communications and risk management
• Responsible for managing project and program resources
• Analyzes ways to effectively use resources to improve productivity
• Examines and provides recommendations to improve business models and productivity
• Analyzes performance indicators and performance data
• Assists in project portfolio modeling and analysis
• Leads and oversees testing of new applications or systems
• Leads project portfolio modeling and analyses

**Years of Experience:** High School Degree with at least 15 years’ experience or Associate’s Degree with 13 years’ experience or Bachelor’s Degree with 11 years’ experience or Master’s Degree with 9 years’ experience.
SR. Principal Consultant

**Description:** Serves as the Director of the project or program. Serves as final decision maker on critical issues. Technical experience applies to systems analysis and design techniques for complex computer applications and systems. Competence in all phases of systems analysis techniques, concepts and methods; also requires knowledge of available hardware, system software, input/output devices, data structures, and management practices.

- Knowledge of corporate standards for managing projects, programs, and portfolios
- Leads users in formulating functional and technical requirements
- Leads strategic initiatives or programs
- Leads large cross-functional teams
- Facilitates executive decision making
- Accountable for program or process-based deliverables and outcomes
- Identifies alternative approaches to solving system issues
- Identifies alternative approaches to improving current practices and procedures
- Conducts feasibility studies and makes recommendations
- Manages cross-functional projects, programs, and analytical tasks
- Develops and manages project plans (scope, cost, schedule, and quality)
- Develops project schedules, estimates, resources and status reports
- Supports projects and leads key tasks/activities
- Leads and manages project communications and risk management
- Responsible for managing project and program resources
- Analyzes ways to effectively use resources to improve productivity
- Examines and provides recommendations to improve business models and productivity
- Analyzes performance indicators and performance data
- Ensures the client is prepared for change
- Conducts and facilitates project meetings
- Assists the client with project or program selection and initiation
- Conducts scenario planning and analysis
- Leads and oversees testing of new applications or systems
- Leads project portfolio modeling and analyses

**Years of Experience:** High School Degree with at least 18 years’ experience or Associate’s Degree with 16 years’ experience or Bachelor’s Degree with 14 years’ experience or Master’s Degree with 12 years’ experience.
BEST VALUE
BLANKET PURCHASE AGREEMENT
FEDERAL SUPPLY SCHEDULE

(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

__________________________  ________________
Ordering Activity       Date                     Contractor       Date
BPA NUMBER_____________

(CUSTOMER NAME)

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:

MODEL NUMBER/PART NUMBER* SPECIAL BPA DISCOUNT/PRICE

(2) Delivery:

DESTINATION DELIVERY SCHEDULES / DATES

(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:

OFFICE POINT OF CONTACT

(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.

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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.