

# STEMBOARD

General Services Administration (GSA) Federal Acquisition Service  
Authorized Federal Supply Schedule Price List  
**GENERAL PURPOSE COMMERCIAL INFORMATION TECHNOLOGY  
EQUIPMENT, SOFTWARE, AND SERVICES**  
Federal Supply Group: 70

**CONTRACT NUMBER:** 47QTCA19D000A  
**Contract Period:** June 10, 2019 – June 9, 2024

**Contract Administration Point of Contact:**

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Business Size: 8(a), ED/WOSB, SDB, SB

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





## GENERAL PURPOSE COMMERCIAL INFORMATION TECHNOLOGY EQUIPMENT, SOFTWARE, AND SERVICES

### Applicable Special Item Numbers

Special Item Numbers	FSC Class/FPDS Code	Class
132-51 Information Technology Professional Services	D301	IT Facility Operation and Maintenance
	D302	IT Systems Development Services
	D306	IT Systems Analysis Services
	D307	IT Strategy and Architecture
	D308	Programming Services
	D311	IT Data Conversion Services
	D313	Computer Aided Design/Computer Aided Manufacturing (CAD/CAM) Services
	D316	IT Network Management Services
	D317	Creation/Retrieval of IT Related Data Service; Other Information Services, and IT Related Automated New Services
	D399	Other Information Technology Services, Not Elsewhere Classified

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

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

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

### STEMBoard, LLC Point of Contact for Contract Administration

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For more information on ordering from Federal Supply Schedules click on the FSS Schedules button at [fss.gsa.gov](http://fss.gsa.gov).



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## CUSTOMER INFORMATION

### 1A. AWARDED SPECIAL ITEM NUMBERS (SINS)

Table of awarded special item number(s) with appropriate cross-reference to item descriptions and awarded price(s).

SIN	RECOVERY	DESCRIPTION
132-51	132-51RC	IT Professional Services

### 1B. LOWEST-PRICED

Identification of the lowest priced model number and lowest unit price for that model for each special item number awarded in the contract. This price is the Government price based on a unit of one, exclusive of any quantity/dollar volume, prompt payment, or any other concession affecting price. Those contracts that have unit prices based on the geographic location of the customer, should show the range of the lowest price, and cite the areas to which the prices apply. **Not Applicable.**

### 1C. LABOR CATEGORIES & RATES

Contractor is proposing hourly rates. A description of all corresponding commercial job titles, experience, functional responsibility and education requirements is provided (Starting [here](#)). Rates are [here](#) (link to page provided).

### 2. MAXIMUM ORDER

\$500,000.00

### 3. MINIMUM ORDER

\$100.00

### 4. GEOGRAPHIC COVERAGE (DELIVERY AREA)

Domestic delivery only.

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

### 5. POINT(S) OF PRODUCTION

Same as company address.

### 6. DISCOUNT FROM LIST PRICES

Prices shown are Government net prices (discounts already deducted).

### 7. QUANTITY DISCOUNT(S)

None.

### 8. PROMPT PAYMENT TERMS

None.

Information for Ordering Offices: Prompt payment terms cannot be negotiated out of the contractual agreement in exchange for other concessions.

### 9A. GOVERNMENT PURCHASE CARDS

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

### 9B. GOVERNMENT PURCHASE CARDS

Government purchase cards are not accepted above the micro-purchase threshold.

### 10. FOREIGN ITEMS

None

### 11A. TIME OF DELIVERY

As negotiated at task or delivery order level.

### 11B. EXPEDITED DELIVERY

Items available for expedited delivery are noted in this price list. Contact Contractor for more information.

### 11C. OVERNIGHT AND 2-DAY DELIVERY

Contact Contractor for more information.

### 11D. URGENT REQUIREMENTS

Contact Contractor for more information.

### 12. F.O.B. POINT(S)

Destination

### 13A. ORDERING ADDRESS(ES)

Contractor's address listed above.

### 13B. ORDERING PROCEDURES

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



**14. PAYMENT ADDRESS(ES)**

Contractor's address listed above.

**15. WARRANTY PROVISION**

Standard commercial warranty.

**16. EXPORT PACKING CHARGES**

Not Applicable.

**17. TERMS AND CONDITIONS OF GOVERNMENT PURCHASE CARD ACCEPTANCE (ANY THRESHOLDS ABOVE THE MICRO-PURCHASE LEVEL)**

Not Applicable.

**18. TERMS AND CONDITIONS OF RENTAL, MAINTENANCE, AND REPAIR (IF APPLICABLE)**

Not applicable.

**19. TERMS AND CONDITIONS OF INSTALLATION (IF APPLICABLE)**

Not applicable.

**20. TERMS AND CONDITIONS OF REPAIR PARTS INDICATING DATE OF PARTS PRICE LISTS AND ANY DISCOUNTS FROM LIST PRICES (IF APPLICABLE).**

Not applicable.

**20A. TERMS AND CONDITIONS FOR ANY OTHER SERVICES (IF APPLICABLE).**

Not applicable.

**21. LIST OF SERVICE AND DISTRIBUTION POINTS (IF APPLICABLE).**

Not applicable.

**22. LIST OF PARTICIPATING DEALERS (IF APPLICABLE).**

Not applicable.

**23. PREVENTIVE MAINTENANCE (IF APPLICABLE).**

Not applicable.

**24A. SPECIAL ATTRIBUTES SUCH AS ENVIRONMENTAL ATTRIBUTES**

(e.g., recycled content, energy efficiency, and/or reduced pollutants).

Not applicable.

**24B. SECTION 508 COMPLIANCE (IF APPLICABLE)**

Not applicable.

**25. DATA UNIVERSAL NUMBER SYSTEM (DUNS) NUMBER**

079248304

**26. NOTIFICATION REGARDING REGISTRATION IN SYSTEM FOR AWARD MANAGEMENT**

STEMBoard, LLC is registered with the SAM Database.

CAGE Code: 71WJ2



## TERMS AND CONDITIONS APPLICABLE TO INFORMATION TECHNOLOGY (IT) PROFESSIONAL SERVICES (SPECIAL ITEM 132-51)

**\*\*\*\*NOTE:** All non-professional labor categories must be incidental to, and used solely to support professional services, and cannot be purchased separately. Further, non-professional labor categories shall be offered under SIN 132 100 only.

### 1. SCOPE

a. The prices, terms and conditions stated under Special Item Number 132-51 Information Technology Professional Services apply exclusively to IT Professional Services within the scope of this Information Technology Schedule.

b. The Contractor shall provide services at the Contractor's facility and/or at the ordering activity location, as agreed to by the Contractor and the ordering activity.

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

a. Performance incentives may be agreed upon between the Contractor and the ordering activity on individual fixed price orders or Blanket Purchase Agreements under this contract.

b. The ordering activity must establish a maximum performance incentive price for these services and/or total solutions on individual orders or Blanket Purchase Agreements.

c. Incentives should be designed to relate results achieved by the contractor to specified targets. To the maximum extent practicable, ordering activities shall consider establishing incentives where performance is critical to the ordering activity's mission and incentives are likely to motivate the contractor. Incentives shall be based on objectively measurable tasks.

### 3. ORDER

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

b. All task orders are subject to the terms and conditions of the contract. In the event of conflict between a task order and the contract, the contract will take precedence.

### 4. PERFORMANCE OF SERVICES

a. The Contractor shall commence performance of services on the date agreed to by the Contractor and the ordering activity.

b. The Contractor agrees to render services only during normal working hours, unless otherwise agreed to by the Contractor and the ordering activity.

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

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

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

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

(1) Cancel the stop-work order; or

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

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

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

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

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

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

## 6. INSPECTION OF SERVICES

In accordance with 552.212-4 CONTRACT TERMS AND CONDITIONS-COMMERCIAL ITEMS (JAN 2017) (DEVIATION - FEB 2007)(DEVIATION - FEB 2018) for Firm-Fixed Price orders; or GSAR 552.212-4 CONTRACT TERMS AND CONDITIONS-COMMERCIAL ITEMS (JAN 2017) (DEVIATION - FEB 2018) (ALTERNATE I - JAN 2017) (DEVIATION - FEB 2007) for Time-and-Materials and Labor-Hour Contracts orders placed under this contract.

## 7. RESPONSIBILITIES OF THE CONTRACTOR

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

## 8. RESPONSIBILITIES OF THE ORDERING ACTIVITY

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

## 9. INDEPENDENT CONTRACTOR

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

## 10. ORGANIZATIONAL CONFLICTS OF INTEREST

a. Definitions.

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

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

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

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

## 11. INVOICES

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

## 12. PAYMENTS

For firm-fixed price orders the ordering activity shall pay the Contractor, upon submission of proper invoices or vouchers,



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the prices stipulated in this contract for service rendered and accepted. Progress payments shall be made only when authorized by the order. For time-and materials orders, the Payments under Time-and-Materials and Labor-Hour Contracts at FAR 52.212-4 (MAR 2009) (ALTERNATE I - OCT 2008) (DEVIATION I - FEB 2007) applies to time-and-materials orders placed under this contract. For labor-hour orders, the Payment under Time-and-Materials and Labor-Hour Contracts at FAR 52.212-4 (MAR 2009) (ALTERNATE I - OCT 2008) (DEVIATION I - FEB 2007) applies to labor-hour orders placed under this contract. 52.216-3(Feb 2007) Time-and Materials/Labor-Hour Proposal Requirements—Commercial Item Acquisition. As prescribed in 16.601(e)(3), insert the following provision:

- a. The Government contemplates award of a Time-and-Materials or Labor-Hour type of contract resulting from this solicitation.
- b. The offeror must specify fixed hourly rates in its offer that include wages, overhead, general and administrative expenses, and profit. The offeror must specify whether the fixed hourly rate for each labor category applies to labor performed by—
  - (1) The offeror;
  - (2) Subcontractors; and/or
  - (3) Divisions, subsidiaries, or affiliates of the offeror under a common control.

## 13. RESUMES

Resumes shall be provided to the GSA Contracting Officer or the user ordering activity upon request.

## 14. INCIDENTAL SUPPORT COSTS

Incidental support costs are available outside the scope of this contract. The costs will be negotiated separately with the ordering activity in accordance with the guidelines set forth in the FAR.

## 15. APPROVAL OF SUBCONTRACTS

The ordering activity may require that the Contractor receive, from the ordering activity's Contracting Officer, written consent before placing any subcontract for furnishing any of the work called for in a task order.

## 16. DESCRIPTION OF IT PROFESSIONAL SERVICES AND PRICING

a. The Contractor shall provide a description of each type of IT Service offered under Special Item Numbers 132-51 IT

Professional Services should be presented in the same manner as the Contractor sells to its commercial and other ordering activity customers. If the Contractor is proposing hourly rates, a description of all corresponding commercial job titles (labor categories) for those individuals who will perform the service should be provided.

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

c. The following is an example of the manner in which the description of a commercial job title should be presented:

EXAMPLE: Commercial Job Title: System Engineer

Minimum/General Experience: Three (3) years of technical experience which applies to systems analysis and design techniques for complex computer systems. Requires competence in all phases of systems analysis techniques, concepts and methods; also requires knowledge of available hardware, system software, input/output devices, structure and management practices.

Functional Responsibility: Guides users in formulating requirements, advises alternative approaches, conducts feasibility studies.

Minimum Education: Bachelor's Degree in Computer Science

SEE FOLLOWING PAGES FOR  
STEMBOARD'S LABOR RATES &  
DESCRIPTIONS

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## LABOR RATES

Labor Category	Year 1 Eff. June 10, 2019- June 9, 2020 *Includes IFF	Year 2 Eff. June 10, 2020- June 9, 2021 *Includes IFF	Year 3 Eff. June 10, 2021- June 9, 2022 *Includes IFF	Year 4 Eff. June 10, 2022- June 9, 2023 *Includes IFF	Year 5 Eff. June 10, 2023- June 9, 2024 *Includes IFF
<b>Subject Matter Expert/Functional Expert L. 4</b>	\$198.49	\$202.86	\$207.32	\$211.88	\$216.54
<b>IT Consultant SME</b>	\$170.82	\$174.58	\$178.42	\$182.34	\$186.36
<b>Project Scheduler 3</b>	\$114.13	\$116.64	\$119.21	\$121.83	\$124.51
<b>Information Technology Analyst</b>	\$80.39	\$82.16	\$83.97	\$85.81	\$87.70
<b>System Architect 2</b>	\$117.11	\$119.69	\$122.32	\$125.01	\$127.76
<b>System Administrator 2</b>	\$109.45	\$111.86	\$114.32	\$116.83	\$119.40
<p>Prices shown here are Net with discounts already applied.            Rates include the mandatory 0.75% GSA Industrial Funding Fee (IFF)            Prices do not include travel or other ODCs</p>					

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## SIN 132-51 LABOR CATEGORY DESCRIPTIONS

<b>Labor Categories Offered</b> <i>*Hyperlinked for ease of reference</i>
<a href="#">Subject Matter Expert/Functional Expert L. 4</a>
<a href="#">IT Consultant SME</a>
<a href="#">Project Scheduler 3</a>
<a href="#">Information Technology Analyst</a>
<a href="#">System Architect 2</a>
<a href="#">System Administrator 2</a>

<b>Subject Matter Expert/Functional Expert L. 4</b>	
Functional Responsibilities	<p>Recognized as a leader in the industry in their area of expertise and sought out by others in the area of expertise for advice and guidance. Specific duties include:</p> <ul style="list-style-type: none"> <li>▪ Provide expert support, analysis, research, and advice on exceptionally complex problems, and processes relating to the subject matter</li> <li>▪ Serve as technical expert on executive-level project teams providing technical direction, interpretation and alternatives. Expertise is in a particular area of Information Technology (e.g., Cybersecurity, Information Systems Architecture, Telecommunications Systems Design, Architecture, Implementation, Information Systems Integration, Software Development Methodologies, Security Engineering, Communications and Network Systems Management).</li> <li>▪ Perform highly specialized and technical tasks associated with the most current and cutting-edge technologies</li> <li>▪ May serve as a technical consultant to a project or a number of projects dealing with area of technical expertise</li> <li>▪ Coordinate with contract management and Government personnel to ensure the problems have been properly defined and the solutions satisfy customer needs.</li> </ul> <p>Exceptionally Complex, Inter-Discipline, Inter-Organizational.            Can perform tasks of senior level technicians, specialists, and or managers not performed at Level 3 due to the size and/or complexity of the tasks. Leadership/ Management. May work individually or as a key member of a senior leadership team. Oversees and monitors performance across several disciplines, and when required, takes steps to resolve issues. Provides expert guidance and direction to Government and Vendor senior level technicians and managers. Directs multiple contractor and subcontractors teams through to project completion.</p>
Minimum Years of Experience	9 years
Minimum Educational/Degree Requirements	Bachelor's degree or equivalent training and/or experience equivalence as set forth in <i>Table I: Education &amp; Experience Substitution</i> below.
Applicable Training or Certification Requirements	DoD 8570 compliance or information assurance certification commensurate with technical objectives and services required within the task order Applicable software or hardware training and certifications commensurate with the technical objectives, services required, and IT environment specified within the task order

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<b>IT Consultant SME</b>	
Functional Responsibilities	<p>Leads all fact finding, analysis and development of hypothesis/conclusions and productions of final reports and delivery of presentations, including personnel assigned to perform tasks.</p> <p>Plan, initiate, and manage information technology (IT) projects.</p> <p>Lead and guide the work of technical staff.</p> <p>Serve as liaison between business and technical aspects of projects.</p> <p>Plan project stages and assess business implications for each stage.</p> <p>Monitor progress to assure deadlines, standards, and cost targets are met. Provides Technical/management leadership on major tasks or technology assignments.</p> <p>Establishes goals and plans that meet project objectives. Has domain and expert technical knowledge.</p> <p>Directs and controls activities for a client, having overall responsibility for financial management, methods, and staffing to ensure that technical requirements are met.</p> <p>Interactions involve client negotiations and interfacing with senior management.</p> <p>Decision making and domain knowledge may have a critical impact on overall project implementation.</p>
Minimum Years of Experience	12 years (Specialized experience with IT)
Minimum Educational/Degree Requirements	Bachelor's degree or equivalent training and/or experience equivalence as set forth in <i>Table I: Education &amp; Experience Substitution</i> below.
Applicable Training or Certification Requirements	N/A

<b>Project Scheduler L.3</b>	
Functional Responsibilities	<p>Responsible for designing, developing and maintaining detailed resource-loaded schedules for implementation and operational systems.</p> <p>Work with developmental and operational teams to develop detailed schedules and assists in keeping these schedules current.</p> <p>Use or recommend automated tools such as MS Project, Primavera or program mandated software.</p> <p>Develop and or modify project schedules and or the Integration of multiple project schedules into an overall Master Program Schedule.</p> <p>Maintain the overall Master Program /Project Schedule, link project schedules with the overarching program, Investment Portfolio, functional area and/or other Integrated Master Plans (IMPs).</p> <p>Provide hands-on development of layered schedules and IMPs that address how an acquisition project is progressing and how that project contributes to overarching requirements and objectives.</p> <p>Maintain status on linkages and dependencies with related projects.</p> <p><u>Exceptionally Complex:</u> 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.</p> <p><u>Leadership/Management:</u> Works individually, actively participates on Integrated teams, and leads multiple tasks, projects or teams. Oversees and monitors performance, and when required, takes steps to resolve issues. Directs multiple teams through to project completion. Provides guidance and direction to lower level technicians, specialists, and managers.</p>
Minimum Years of Experience	6 years
Minimum Educational/Degree Requirements	Bachelor's degree or equivalent training and/or experience equivalence as set forth in <i>Table I: Education &amp; Experience Substitution</i> below.
Applicable Training or Certification Requirements	DoD 8570 compliance or information assurance certification commensurate with technical objectives and services required within the more task order Applicable ITIL and PMI certification commensurate with technical and/or objectives and services required within the task order

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	Applicable software or hardware training and certifications commensurate with the technical objectives, services required, and IT environment specified within the task order Applicable software or hardware training and certifications commensurate with the technical objectives, services required, and IT environment specified within the task order
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<b>Information Technology Analyst</b>	
Functional Responsibilities	Manage fact finding, analysis and development of final reports and delivery of presentations related to information technology. Expert knowledge of organization and Information Technology operations and business objectives. Collects, analyzes and interprets data in one or more specialties. Formulates and defines system scope and objectives, develops or modifies processes to solve complex problems for computer systems and business and electronic interfaces to achieve desired results through the use of innovative technologies. Develops and applies advanced engineering and design methods, theories and research techniques in the investigation and solution of complex and advanced system requirements, hardware/software interfaces and applications and solutions.
Minimum Years of Experience	7 years (Specialized experience with IT)
Minimum Educational/Degree Requirements	Bachelor's degree or equivalent training and/or experience equivalence as set forth in <i>Table I: Education &amp; Experience Substitution</i> below.
Applicable Training or Certification Requirements	N/A

<b>System Architect 2</b>	
Functional Responsibilities	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 of mission needs to verification of system performance. Performs evaluation of system alternatives and assessment of risks and costs.  Complex: Develops new concepts and processes. Analyzes root causes and resolves issues. Supports more junior level technicians and specialists in their activities. Can perform all tasks lower level technicians or specialists. Leadership/Management: Works individually, actively participates on integrated teams, and may also lead a task, project or team Requires guidance and direction from more senior level technicians, specialists, and managers only when dealing with new, uncertain situations. Provides guidance to lower level technicians and specialists.
Minimum Years of Experience	4 years
Minimum Educational/Degree Requirements	Bachelor's degree or equivalent training and/or experience equivalence as set forth in <i>Table I: Education &amp; Experience Substitution</i> below.
Applicable Training or Certification Requirements	DoD 8570 compliance or information assurance certification commensurate with technical objectives and services required within the more task order Applicable ITIL and PMI certification commensurate with technical and/or objectives and services required within the task order Applicable software or hardware training and certifications commensurate with the technical objectives, services required, and IT environment specified within the task order Applicable software or hardware training and certifications commensurate with the technical objectives, services required, and IT environment specified within the task order.

# STEMBOARD

<b>System Administrator 2</b>	
<b>Functional Responsibilities</b>	<p>Perform systems administration of desktop and server systems connected to local and wide area networks.</p> <p>Desktop system management responsibilities involving account monitoring, security, Operating System (OS) installation, and other local area system administration related functions.</p> <p>Provide support for implementation, troubleshooting and maintenance of IT systems.</p> <p>Manage IT system infrastructure and any processes related to these systems.</p> <p>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.</p> <p>Provide Tier 1 and Tier 2 problem identification, diagnosis and resolution of problem.</p> <p>Provide support for the escalation and communication of Status to agency management and internal Customers.</p> <p>Provide support for the dispatch system and hardware problems and remains involved in the resolution process.</p> <p>Configure and manage UNIX and Windows operating systems.</p> <p>Installs/loads operating system and application software.</p> <p>Isolate and resolve of hardware and software problems involving the applications, the operating system, the hardware, the communications infrastructure, or any combination thereof.</p> <p>Troubleshoot, maintain integrity and configure network components along with implementing operating systems enhancements to improve reliability and performance.</p> <p>Integrate new technologies into new and existing systems including the transition and migration of corporate systems.</p>
<b>Minimum Years of Experience</b>	5 years
<b>Minimum Educational/Degree Requirements</b>	Bachelor's degree or equivalent training and/or experience equivalence as set forth in <i>Table I: Education &amp; Experience Substitution</i> below.
<b>Applicable Training or Certification Requirements</b>	N/A

**Table I : Education and Experience Substitution**

<b>Degree</b>	<b>Experience Equivalence*</b>	<b>Other Equivalence</b>
High School Diploma	GED or vocational training	
Associates	1-year relevant experience	Vocational or technical training in work-related field
Bachelors	Associates degree + 2 years relevant experience, or 4 years relevant experience	Professional certification
Masters	Bachelors + 2 years relevant experience, or Associates + 4 years relevant experience	Professional license
Doctorate	Masters + 2 years relevant experience, or Bachelors + 4 years relevant experience	

\*Successful completion of each year of higher education that has not yet resulted in a degree may be counted 1-for-1 for a year of experience.

Personnel must meet the minimum qualifications of the labor categories as defined or qualify via the experience equivalence outlined above. STEMBoard may, at our discretion, map staff that exceed the minimum associated with each labor category. Labor category qualifications set the minimum requirement necessary to qualify to perform services. The labor category qualifications do not set an education or experience ceiling. On occasion, there may be a need to waive the requirements in order to use the best individual for the task. Therefore, waivers to the education/experience requirements may be granted by either the task order contracting officer or contracting officer technical representative. If such a waiver is included in our proposal, award of said proposal shall be deemed a grant of the waiver.