GENERAL SERVICES ADMINISTRATION
FEDERAL SUPPLY SERVICE
AUTHORIZED FEDERAL SUPPLY SCHEDULE PRICE LIST
MULTIPLE AWARD SCHEDULE
FSC GROUP MAS

Applied Computing Technologies, Inc.
5301 Shawnee Rd, Suite 310
Alexandria, VA. 22312-2335
Telephone 703.891.4334, FAX 703.564.7617
Contract Administrator: Denise Johnston
djohnston@actnow.com
http://www.actnow.com

Contract Number - 47QTCA19D00DC

Period Covered by Contract – June 11, 2019 through June 10, 2024

Business Size – Service-Disabled, Veteran-Owned Small Business

General Services Administration
Federal Acquisition Service

Price List is current through modification # PA-0004, signed July 25th, 2022

For more information on ordering from Federal Supply Schedule click on the FSS Schedules button at fss.gsa.gov. 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.
INFORMATION FOR ORDERING ACTIVITIES
APPLICABLE TO ALL SPECIAL ITEM NUMBERS

1a. Table of awarded special item number with appropriate cross-reference to item descriptions and awarded prices.
   SIN 54151S Information Technology Professional Services
   SIN OLM Order-Level Materials (OLMs)

1b. 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. See below.

1c. If the Contractor is proposing hourly rates, a description of all corresponding commercial job titles, experience, functional responsibility and education for those types of employees or subcontractors who will perform services shall be provided. If hourly rates are not applicable, indicate “Not applicable” for this item. See pricing for Special Item Number 54151S on page 16

2. Maximum order:
   SIN 54151S: $500,000
   SIN OLM: $250,000

3. Minimum order: $100

4. Geographic coverage (delivery area): Domestic Delivery

5. Point of production: United States

6. Discount from list prices or statement of net price: Prices listed are net

7. Quantity discounts: None

8. Prompt payment terms: 1% 20; Net 30 days. Information for Ordering Offices: Prompt payment terms cannot be negotiated out of the contractual agreement in exchange for other concessions.

9. Foreign items: Not Applicable

10a. Time of delivery: As Negotiated

10b. Expedited Delivery: Contact Contractor

10c. Overnight and 2-day delivery. The Contractor will indicate whether overnight and 2-day delivery are available. Also, the Contractor will indicate that the schedule customer may contact the Contractor for rates for overnight and 2-day delivery: Contact Contractor
10d. Urgent Requirements. The Contractor will note in its price list the “Urgent Requirements” clause of its contract and advise agencies that they can also contact the Contractor’s representative to effect a faster delivery: Contact Contractor

11. F.O.B. point: Destination

12a. Ordering address:
    Applied Computing Technologies, Inc.
    5301 Shawnee Rd, Suite 310
    Alexandria, VA. 22312-2335
    (703) 891-4334

12b. 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.

13. Payment address:
    Applied Computing Technologies, Inc.
    5301 Shawnee Rd, Suite 310
    Alexandria, VA. 22312-2335
    (703) 891-4334

14. Warranty provision: Not Applicable

15. Export packing charges: Not Applicable

16. Terms and conditions of rental, maintenance, and repair: Not Applicable

17. Terms and conditions of installation: Not Applicable

18a. Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices: Not Applicable

18b. Terms and conditions for any other services: Not Applicable

19. List of service and distribution points: Not Applicable

20. List of participating dealers: Not Applicable

21. Preventive maintenance: Not Applicable

22a. Special attributes such as environmental attributes (e.g., recycled content, energy efficiency, and/or reduced pollutants): Not Applicable

22b. If applicable, indicate that Section 508 compliance information is available on Electronic and Information Technology (EIT) supplies and services and show where full details can be found (e.g. contractor’s website or other location.) The EIT standards can be found at: www.Section508.gov/.

23. Unique Entity Identifier (UEI) number: YKJZU6TF4GN5

24. Notification regarding registration in the System of Award (SAM) database: Registered (1CLV2)
Labor Category Descriptions

Commercial Job Title: **Technical Expert (TE)**

**Minimum/General Experience:** 5 years minimum experience.

**Functional Responsibility:** Provide expert, independent services and leadership in specialized technical areas for information technology systems. Provides expertise on an as-needed basis to all task assignments. Provides expert advice and assistance in state-of-the-art software/hardware. Coordinates with contractor management and Government personnel to ensure that the problem has been properly defined and that the solution will satisfy the Government’s requirement.

**Minimum Education:** Bachelors' Degree or equivalent experience in a related field or Technical Certification in related Information Technologies, or Specific Industry Certification in customer specific proprietary Information System Technologies.

Commercial Job Title: **Business Subject Matter Specialist (BSMS)**

**Minimum/General Experience:** Must have five years of computer experience in information systems design and management. At least three years of experience in analysis and design of business applications for complex large-scale or mid-tier computer systems, or LAN-based systems.

**Functional Responsibility:** Analyzes and develops computer software processing a wide range of capabilities, including numerous engineering, business, and records management duties. Develops plans for Automated Data Processing (ADP) systems from project inception to conclusion. Analyzes the problem and the information to be processed. Defines the problem, and develops system requirements and program specifications from which programmers prepare detailed flow charts, programs, and tests. Coordinates closely with programmers to ensure proper implementation of program and system specifications. Develops, in conjunction with functional users, system alternative solutions.

**Minimum Education:** Bachelors' Degree or equivalent experience in a related field or Technical Certification in related Information Technologies, or Specific Industry Certification in customer specific proprietary Information System Technologies.
Commercial Job Title: **Automated Information Systems Specialist (AIS)**

**Minimum/General Experience:** Must have at least five years’ progressive experience in IS/ADP systems analysis with three years intensive and progressive specific experience in the specialty.

**Functional Responsibility:** Determines feasible hardware alternatives in client server environments. Reviews computer systems in terms of capabilities and makes recommendations for improved utilization. Prepares or directs preparation of reports concerning hardware. Prepares or participates in preparing functional requirements and specifications for hardware acquisitions.

**Minimum Education:** Bachelors' Degree or equivalent experience in a related field or, Technical Certification in related Information Technologies.

Commercial Job Title: **Project Manager (PM)**

**Minimum/General Experience:** Seven years of general experience including five years of specialized experience of which two years were direct supervisory experience.

**Functional Responsibility:** Monitors each task, and keeps the Program Manager abreast of all problems and accomplishments. Anticipates problems, and works to mitigate the anticipated problems. As a team or project leader, provides technical direction for the complete systems development effort. May serve as a technical authority for a design area. As a staff specialist or consultant, resolves unique and unyielding systems problems using new technology. Can complete tasks within estimated time frames and budget constraints. Schedules and assigns duties to subordinates. Interacts with government management personnel. Reports in writing and orally to contractor management and government representatives, including the government contracting officer.

**Minimum Education:** Bachelors' Degree or equivalent experience in a related field.

Commercial Job Title: **Information Engineer (IE)**

**Minimum/General Experience:** A minimum of five years’ experience, of which at least two years must be specialized in information systems development, functional and data requirements analysis, systems analysis and design, programming, program design and documentation preparation. The following experience is also required: two years’ experience in the implementation of information engineering projects and experience in systems analysis; design and programming using CASE and IE tools and methods. Two years business/functional experience is desirable, to support the business modeling activities. Must demonstrate the ability to work independently or under only general direction.

**Functional Responsibility:** Applies a business-wide set of disciplines for the planning, analysis, design and construction of information systems on a business-wide basis or across a major sector of the business. Performs business strategic systems planning, information planning, business and analysis. Performs process and data modeling in support of the planning and analysis efforts using both manual and automated tools; such as Integrated Computer Aided Software Engineering (I-CASE) tools. Applies reverse engineering and reengineering disciplines to develop migration strategic and planning documents. Provides technical guidance in software engineering techniques and automated support tools.

**Minimum Education:** Bachelors' Degree or equivalent experience in a related field.
Commercial Job Title: SR Information Engineer (SIE)

**Minimum/General Experience:** Must have at least eight years’ experience, of which at least five must be specialized in information systems development, functional and data requirements analysis, systems analysis and design, programming, program design and documentation preparation. The following experience is also required: demonstrated experience in the implementation of information engineering projects; systems analysis, design and programming using CASE and IE tools and methods and three to five years of business or functional experience. Must demonstrate the ability to work independently or under only general direction.

**Functional Responsibility:** Applies business process improvement practices to reengineer methodologies/principles and business process modernization projects. Applies, as appropriate, activity and data modeling, transaction flow analysis, internal control and risk analysis and modern business methods and performance measurement techniques. Assist in establishing standards for information systems procedures. Develops and applies organization-wide information models for use in designing and building integrated, shared software and database management systems. Constructs sound, logical business improvement opportunities consistent with the CIM guiding principles, cost savings, and open system architecture objectives. Provides daily supervision and direction to staff.

**Minimum Education:** Bachelors' Degree or equivalent experience in a related field or, technical certification in related Information Technologies, or specific industry certification in customer specific proprietary Information System Technologies.

Commercial Job Title: Senior Computer System Analyst (SCSA)

**Minimum/General Experience:** Eight years of computer experience working independently or under general direction on complex application problems involving all phases of systems analysis. At least five years’ experience in analysis and design of business applications for complex, large-scale or mid-tier computer systems, or LAN-based systems.

**Functional Responsibility:** Provides technical and administrative direction for personnel performing software development tasks, including the review of work products for correctness, adherence to the design concept and to user standards and for progress in accordance with schedules.

**Minimum Education:** Bachelors' Degree or equivalent experience in a related field.

Commercial Job Title: Senior Analyst/ Programmer (SAP)

**Minimum/General Experience:** Ten years’ experience in information systems development, functional and data requirements analysis, systems analysis and design, programming, program design and documentation preparation. A minimum of five years’ experience is required in the following: demonstrated experience in managing the implementation of information engineering projects and experience in systems analysis, design and programming using CASE and IE tools and methods. Proven managerial and supervisory skills. Demonstrated exceptional written and oral communications skills, including giving formal presentations to different audiences. Must demonstrate the ability to work independently or under only general direction.
**Functional Responsibility:** Applies an enterprise-wide set of disciplines for the planning, analysis, design and construction of information systems on an enterprise-wide basis or across a major sector of the enterprise. Develops analytical and computational techniques and methodology for problem solutions. Performs enterprise-wide strategic systems planning, business information planning, business and analysis. Performs process and data modeling in support of the planning and analysis efforts using both manual and automated tools; such as Integrated Computer Aided Software Engineering (I-CASE) tools. Applies reverse engineering and re-engineering disciplines to develop migration strategic and planning documents. Provides technical guidance in software engineering techniques and automated support tools.

**Minimum Education:** Bachelors' Degree or equivalent experience in a related field.

**Commercial Job Title:** Computer Systems Analyst (CSA)

**Minimum/General Experience:** Five years of computer experience in information systems design and management. At least three years of experience in analysis and design of business applications for complex large-scale or mid-tier computer systems, or LAN-based systems.

**Functional Responsibility:** Analyzes and develops computer software processing a wide range of capabilities, including numerous engineering, business, and records management duties. Develops plans for Automated Data Processing (ADP) systems from project inception to conclusion. Analyzes the problem and the information to be processed. Defines the problem, and develops system requirements and program specifications from which programmers prepare detailed flow charts, programs, and tests. Coordinates closely with programmers to ensure proper implementation of program and system specifications. Develops, in conjunction with functional users, system alternative solutions.

**Minimum Education:** Bachelors' Degree or equivalent experience in a related field.

**Commercial Job Title:** Computer Programmer (CP)

**Minimum/General Experience:** Three years’ experience in the computer-programming field.

**Functional Responsibility:** Performs assigned portions of design, programming, and documentation, for IS/ADP systems. Participates in all phases of software development with emphasis on the programming, testing, documentation, and acceptance phases. Designs and prepares technical reports and related documentation, and makes charts and graphs to record results.

**Minimum Education:** Bachelors' Degree or equivalent experience in a related field.

**Commercial Job Title:** System Engineer (SE)

**Minimum/General Experience:** Five years of general programming experience, including three (3) years of specialized experience.

**Functional Responsibility:** Utilizes systems analysis methods, techniques and procedures to design and develop computer systems according to user requirements. Develops overall solution focusing on all aspects of hardware, software, telecommunications and networks. Focuses on architectures for system interoperability, portability and scalability.

**Minimum Education:** Bachelors' Degree or equivalent experience in a related field.
**Commercial Job Title: Senior Computer Specialist (SCS)**

**Minimum/General Experience:** Experience qualifications will be determined on a case-by-case basis. Generally the Senior Computer Specialist(s) shall have at least eight (8) years of experience in planning, analyzing, developing, and evaluating computer concepts and capabilities.

**Functional Responsibility:** Provides project/task leadership for the type of tasks defined in the statement of work. Provides senior computer related services and support in legacy as well as state-of-the-art hardware and software solutions.

**Minimum Education:** A Bachelor's Degree from an accredited institution in a scientific/technical or related discipline is desired or must have equivalent experience.

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**Commercial Job Title: Computer Specialist**

**Minimum/General Experience:** Computer Specialist(s) shall have at least five (5) years of progressive experience in planning, analyzing, developing, and evaluating computer concepts and capabilities.

**Functional Responsibility:** Provides computer related services and support in legacy as well as state-of-the-art hardware and software solutions.

**Minimum Education:** A Bachelor's Degree from an accredited institution in a scientific/technical or related discipline is desired or must have equivalent experience.

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**Commercial Job Title: Junior Computer Specialist**

**Minimum/General Experience:** Junior Computer Specialist(s) shall have at least two (2) years of experience in computer concepts and capabilities.

**Functional Responsibility:** Provides entry level computer related services and support in legacy as well as state-of-the-art hardware and software solutions.

**Minimum Education:** A Bachelor’s Degree an accredited institution or equivalent experience in a related field.
Commercial Job Title: **Senior Communications Specialist (SComS)**

**Minimum/General Experience:** The Senior Communications Specialist(s) shall have at least eight (8) years of progressive experience in planning, analyzing, developing, and evaluating telecommunications concepts and capabilities.

**Functional Responsibility:** Provides project/task leadership capacity for type of tasks defined in the Statement of Work. Provides technical and administrative direction for personnel performing communications related tasks, including the review of work products for correctness, adherence to the design concept and to user standards and for progress in accordance with schedules.

**Minimum Education:** A Bachelor’s Degree from an accredited institution in a scientific/technical or related discipline is desired or must have equivalent experience.

Commercial Job Title: **Communications Specialist (ComS)**

**Minimum/General Experience:** Communications Specialist(s) shall have at least five (5) years of progressive experience in planning, analyzing, developing, and evaluating telecommunications concepts and capabilities.

**Functional Responsibility:** Provides technical assistance in communications related tasks, including the review of work products for correctness, adherence to the design concept and to user standards and for progress in accordance with schedules.

**Minimum Education:** A Bachelor's Degree from an accredited institution in a scientific/technical discipline is desired or must have equivalent experience.

Commercial Job Title: **Junior Communications Specialist (JComS)**

**Minimum/General Experience:** The Junior Communications Specialist(s) shall have at least two (2) years of experience in communications concepts and capabilities.

**Functional Responsibility:** Provides entry-level technical assistance in communications related tasks.

**Minimum Education:** A Bachelor’s Degree an accredited institution or equivalent experience in a related field or Technical Certification in related Information Technologies.
Commercial Job Title: Senior Certified Network Engineer (SCNE)

Minimum/General Experience: The Senior Certified Network Engineer(s) shall have at least five (5) years experience with analyzing network and computer communications hardware characteristics and recommending equipment procurement, removals and modifications. Experience should include project/task leadership capacity to demonstrate leadership ability for the type of tasks defined in the statement of work.

Functional Responsibility: Adds, deletes, and modifies, as required, host, terminal, and network devices. Coordinates with communications network specialists in the area of communication software. Analyzes and implements communications standards and protocols according to site requirements.

Minimum Education: A Bachelor's Degree from an accredited institution in a scientific/technical or related discipline is desired or must have equivalent experience.

Commercial Job Title: Certified Network Engineer (CNE)

Minimum/General Experience: The Certified Network Engineer(s) shall have at least three (3) years experience with analyzing network and computer communications hardware characteristics and recommending equipment procurement, removals and modifications.

Functional Responsibility: Adds, deletes, and modifies, as required, host, terminal, and network devices. Coordinates with communications network specialists in the area of communication software. Analyzes and implements communications standards and protocols according to site requirements.

Minimum Education: A Bachelor's Degree from an accredited institution in a scientific/technical or related discipline is desired or must have equivalent experience.

Commercial Job Title: Applications Developer

Minimum/General Experience: 6 years of experience.

Functional Responsibility: Designs, develops, enhances, debugs, and implements software. Troubleshoots production problems related to software applications. Researches, tests, builds, and coordinates the conversion and/or integration of new products based on client requirements. Designs and develops new software products or major enhancements to existing software. Evaluates effectiveness. Addresses problems of systems integration, compatibility, and multiple platforms. Consults with project teams and end users to identify application requirements. Performs feasibility analysis on potential future projects to management. Assists in the evaluation and recommendation of application software packages, application integration and testing tools. Resolves problems with software and responds to suggestions for improvements and enhancements. Acts as team leader on projects. Instructs, assigns, directs, and checks the work of others on the development team. Participates in development of software user manuals and technical reports.

Minimum Education: Master’s Degree.
Commercial Job Title: Applications Systems Analyst III

Minimum/General Experience: 6 years of experience.

Functional Responsibility: Formulates or defines system scope and objectives for information technology systems. Devises or modifies procedures to solve complex problems considering computer equipment capacity and limitations, operating time, and form of desired results. Prepares detailed specifications for programs. Assists in the design, development, testing, implementation, and documentation of new software and enhancements of existing applications. Works with project managers, developers, and end users to ensure application designs meet business requirements. Formulates/defines specifications for complex operating software programming applications or modifies/maintains complex existing applications using engineering releases and utilities from the manufacturer. Designs, codes, tests, debugs and documents those programs. Provides overall operating system, such as sophisticated file maintenance routines, large telecommunications networks, computer accounting, and advanced mathematical/scientific software packages. Assists all phases of software systems programming applications. Evaluates new and existing software products. Prepares cost-benefit and return-on-investment analyses to help management decide whether implementing the proposed system will be financially feasible.

Minimum Education: Master’s Degree.

Commercial Job Title: Database Management Specialist (Senior) – O&M

Minimum/General Experience: 5 years of experience.

Functional Responsibility: Under general direction, designs, implements and engineers complex enterprise databases using Oracle and associative enterprise applications and middleware. Includes overall monitoring of standards and procedures and integration of systems through database design. Competent to work at the highest level of all phases of database management.

Minimum Education: Bachelor’s Degree.

Commercial Job Title: Database Management Specialist (Senior) - Development

Minimum/General Experience: 5 years of experience.

Functional Responsibility: Provides database administration support for customer enterprise database environment; manages complex Oracle replication jobs across the distributed systems; analyzes database related issues and provides accurate and rapid resolution; evaluates all systems for enhancements provided by developers and assesses impacts on system functions and the operational environment; provides expertise and advice on the day-to-day function of the production and test environments; acts as the liaison between the operational database administration and developmental database teams.

Minimum Education: Bachelor’s Degree.
Commercial Job Title: **Functional Analyst**

**Minimum/General Experience:** 5 years of experience.

**Functional Responsibility:** Analyzes user needs to determine functional and cross-functional requirements for information technology systems. Performs functional allocation to identify required tasks and their interrelationships. Identifies resources required for each task. Performs functional analysis to identify required tasks and their interrelationships. Possesses expert knowledge and experience in the requirements and integration. Works with engineers on systems integration. Provides daily supervision and direction to support staff.

**Minimum Education:** Bachelor’s Degree.

Commercial Job Title: **Information Engineer (Principal)**

**Minimum/General Experience:** 5 years of experience.

**Functional Responsibility:** Applies an enterprise-wide set of disciplines for the planning, analysis, design and construction of information systems on an enterprise-wide basis or across a major sector of the enterprise. Develops analytical and computational techniques and methodology for problem solutions. Performs enterprise wide strategic systems planning, business information planning, business and analysis. Performs process and data modeling in support of the planning and analysis efforts using both manual and automated tools; such as Integrated Computer-Aided Software Engineering (I-CASE) tools. Applies reverse engineering and re-engineering disciplines to develop migration strategic and planning documents. Has experience with such methodologies as IDEF 0 process modeling and IDEF 1x data modeling. Provides technical guidance in software engineering techniques and automated support tools.

**Minimum Education:** Bachelor’s Degree.

Commercial Job Title: **Information Technology Consultant**

**Minimum/General Experience:** 6 years of experience.

**Functional Responsibility:** The incumbent has a varying level of responsibility for support information technology-based systems primarily in the areas of applications software, multimedia, database resources, and network support, but may include a moderate degree of hardware consultation and support. Positions in this classification will have responsibility for supporting administrative departments, needs, using available information technologies and resources. The Information Technology Consultant typically has a broad knowledge of multiple software and instructional/media technology applications, database systems and sources, and equipment types, but is not usually involved in design and systems analysis on an ongoing basis, which would require an in-depth knowledge of engineering or programming techniques. Provides consultative support to customers to enhance the use and access of technology and information systems.

**Minimum Education:** Master’s Degree.
Commercial Job Title: **IT Security Specialist**

**Minimum/General Experience:** 5 years of experience.

**Functional Responsibility:** Provides support to plan, coordinate, and implement the organization’s information security. Provides support for facilitating and helping agencies identify their current security infrastructure and define future programs, design and implementation of security related to IT systems. Oversees the efforts of security staff to design, develop, engineer and implement solutions to security requirements. Responsible for the implementation and development of the DHS IT security. Gathers and organizes technical information about an organization's mission goals and needs, existing security products, and ongoing programs in the MLS arena. Performs risk analyses which also includes risk assessment. Provides support to plan, coordinate, and implement the organization’s information security. Provides support for facilitating and helping agencies identify their current security infrastructure and define future programs, design and implementation of security related to IT systems. A working knowledge of several of the following areas is required: understanding of business security practices and procedures; knowledge of current security tools available; hardware/software security implementation; different communication protocols; encryption techniques/tools; familiarity with commercial products, and current Internet/EC technology. Ability to serve as Information System Security Officer. Provides daily supervision and direction to staff.

**Minimum Education:** Bachelor’s Degree.

Commercial Job Title: **Program Manager III**

**Minimum/General Experience:** 6 years of experience.

**Functional Responsibility:** Organizes, directs, and manages contract operation support functions, involving multiple, complex and inter-related project tasks for information technology systems. Manages teams of contract support personnel at multiple locations. Maintains and manages the client interface at the senior levels of the client organization. Meets with customer and contractor personnel to formulate and review task plans and deliverable items. Ensures conformance with program task schedules and costs. Establishes and maintains technical and financial reports to show progress of projects to management and customers, organizes and delegates responsibilities to subordinates and oversees the successful completion of all assigned tasks.

**Minimum Education:** Master’s Degree.

Commercial Job Title: **Project Manager - TS**

**Minimum/General Experience:** 6 years of experience.

**Functional Responsibility:** Responsible for management of complex programs. Directs the performance of a variety of related projects. Oversees the implementation and deployment of information technology solutions. Provides guidance and direction to integrated teams. Accountable for results to customers and company principals. Must be Project Management Professional (PMP) certified.

**Minimum Education:** Master’s Degree.
Commercial Job Title: **Quality Assurance Specialist III**

**Minimum/General Experience:** 6 years of experience.

**Functional Responsibility:** Develops and implements quality control methodologies to ensure compliance with quality assurance standards, guidelines, and procedures in a large computer-based organization. Develops and defines major and minor characteristics of quality including quality metrics and scoring parameters and determines requisite quality control resources. Establishes and maintains a process for evaluating hardware, software, and associated documentation and/or assists in the evaluation. Conducts and/or participates in formal and informal reviews at pre-determined points throughout the development life cycle.

**Minimum Education:** Master’s Degree.

Commercial Job Title: **Solutions Architect III**

**Minimum/General Experience:** 6 years of experience.

**Functional Responsibility:** Assesses business objectives, conducts gap analysis of existing versus needed capability, and identifies business requirements. Evaluates business requirements to identify potential software, hardware, and system architectures can be employed to meet business objectives. Develops potential technical solutions to meet business needs and supports analysis of alternatives for best fit. Evaluates technical trends and provides recommendations for information technology and information technology architecture to meet business objectives. Performs research on emerging technologies to support proof-of-concept (POC) capabilities and identify future solutions for the organization.

**Minimum Education:** Master’s Degree.

Commercial Job Title: **System Analyst Programmer - Master**

**Minimum/General Experience:** 5 years of experience.

**Functional Responsibility:** Administer production servers in an enterprise environment; train staff in complex topics; interacts with senior management; analyzes system/application issues and provides accurate and rapid resolution; evaluates all systems for enhancements provided by developers and assesses impacts on system functions and the operational environment; provides expertise and advice on the day-to-day function of the production environment. This position requires experience with Application and/or OS support in Windows and Linux Red Hat environments, and Service Oriented Architecture (SOA).

**Minimum Education:** Associate’s Degree.
Commercial Job Title: **System Analyst Programmer - Senior**

**Minimum/General Experience:** 5 years of experience.

**Functional Responsibility:** Administer production servers in an enterprise information technology environment; train staff in complex topics; interacts with senior management; analyzes system/application issues and provides accurate and rapid resolution; evaluates all systems for enhancements provided by developers and assesses impacts on system functions and the operational environment; provides expertise and advice on the day-to-day function of the production environment. This position requires experience with Applications and/or OS support in Windows and Linux Red Hat.

**Minimum Education:** Associate’s Degree.

Commercial Job Title: **System Analyst Programmer (Linux RedHat)**

**Minimum/General Experience:** 5 years of experience.

**Functional Responsibility:** Working under the general supervision of the team lead for information technology systems. The System Analyst programmer will administer production servers and disk storage in an enterprise environment, train staff in complex topics, interact with senior management; and schedule weekend on-call functions. This position requires experience with Applications support in a Linux – Red Hat environment.

**Minimum Education:** Associate’s Degree.

Commercial Job Title: **Systems Architect**

**Minimum/General Experience:** 6 years of experience.

**Functional Responsibility:** Establishes system information technology requirements in the development of enterprise-wide or large-scale information systems. Designs architecture to include the software, hardware, security and communications to support the total requirements as well as provide for present and future cross-functional requirements and interfaces. Ensures these systems are compatible and in compliance with the standards for agency enterprise architecture, and profiles of standards as they apply to the implementation and specific to the solution for the platform, integration with other systems, and the external interfaces. Ensures that the common operating environment is compliant. Evaluates analytically and systematically problems of work flows, organization and planning and develops appropriate corrective action.

**Minimum Education:** Master’s Degree.
Commercial Job Title: Systems Architect - IBM

Minimum/General Experience: 5 years of experience.

Functional Responsibility: Establishes system information requirements using analysis of the information engineer(s) in the development of enterprise-wide or large-scale information systems. Designs architecture to include the software, hardware, and communications to support the total requirements as well as provide for present and future cross-functional requirements and interfaces. Ensures these systems are compatible and in compliance with the standards for agency IT architectures, and profiles of standards as they apply to the implementation and specific to the solution for the platform, integration with other systems, and the external interfaces. Ensures that the common operating environment is compliant. Evaluates analytically and systematically problems of work flows, organization and planning and develops appropriate corrective action. Provides daily supervision and direction to staff.

Minimum Education: Bachelor’s Degree.

Commercial Job Title: Systems Engineer (Senior)

Minimum/General Experience: 5 years of experience.

Functional Responsibility: Analyzes functional business requirements and design specifications for functional activities. Should provide identification/fixing for the problems within existing systems design/implementation of new telecommunications systems, enhances the existing systems and participates in analysis, design and new construction of next generation Telecommunication IT systems. Responsible for understanding the needs of the customers and the realities of commercially available IT products, and creating requirements that will allow implementation into the enterprise architecture. Activities include operating system architecture integration. May require experience of system engineering in telecommunications concepts. Position may be referred to as Enterprise Architect, Geospatial Engineer (Senior), Computer Security Engineer (Senior).

Minimum Education: Bachelor’s Degree.
Commercial Job Title: SME II - HR/Org Management

Minimum/General Experience: 6 years of experience.

Functional Responsibility: Provides expert advice and consultation as it relates to Human Resource matters within the Office of the Chief Information Office (OCIO) and as it relates to other IT Programs within the customer organization. Initiates information studies as required by senior managers, to update requirements not available in existing information technology systems. Provide support for obtaining, evaluating and analyzing workforce information; includes making relevant HR recommendations to leaders, managers and other level of professionals within the OCIO. Performs continuous monitoring of OCIO human resource needs. Determines the type and degree of issues and analyze relevant information such as employment, annual recruitment strategies. Interacts and confers with employees and managers; conducts interviews; gathers and organizes necessary information. Through alternative analysis, compilation, and review of all gathered information, builds and creates methods, procedures and solutions to resolve issues and problems; Presents recommendations to management. Confer with personnel concerns to ensure successful functioning of newly implemented human resources systems or procedures. Interpret and apply human resource principles, concepts, regulations and practices related to position management, and applying those principles and guidelines to solve OCIO position management problems. Document findings of study and prepare recommendations for implementation of new systems, procedures, and organizational changes. Responds to OPM, DHS and customer Data Calls on human resources management activities. Interpret and administer many complicated governmental rules and regulations, from equal opportunity requirements to labor union issues. Aids OCIO Leadership in Job Announcements, Position Descriptions, Knowledge, Skills and Abilities (KSAs) crediting plans development. Prepare written materials, charts and graphs on specialized HR techniques for presentation by the Division Director and CIO. Responsible for overseeing quality assurance of HR research performed by others. Also provides subject matter expertise for planning, coordinating, implementing and evaluating all activities in accordance with the Development of Workforce Strategies project; reports to the Division Director, Executive Director, and CIO. I am responsible for working closely with the Executive Director and staff, with all project stakeholders, EBU, OCCHCO, OCFO, and other government officials.

Minimum Education: Master’s Degree.

Commercial Job Title: Technical Writer/Editor

Minimum/General Experience: 5 years of experience.

Functional Responsibility: For information technology systems gathers, analyzes, translates and composes technical information into clear, readable documents to be used by technical and non-technical personnel. Composes technical documents including, user's manuals, training materials, installation guides, proposals, and reports. Edits functional descriptions, system specifications, user’s manuals, special reports, or any other customer deliverables and documents. Conducts research and ensures the use of proper technical terminology.

Minimum Education: Bachelor’s Degree.
**Equivalency Matrix**

<table>
<thead>
<tr>
<th>Minimum Mandatory Education Education</th>
<th>Equivalent Education and Experience Acquired Degree</th>
<th>Minimum Experience</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Associates' Degree</strong></td>
<td></td>
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SIN 54151S

The rate information provided represents the GSA rates with the negotiated 1.9% increase for the respective labor categories available to any Ordering Agency for contract work performed under SIN 54151S by Applied Computing Technologies, Inc.

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