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 are available through GSA Advantage! ®, a menu-driven database system. The INTERNET address GSA Advantage! ® is: GSAAdvantage.gov.

MULTIPLE AWARD SCHEDULE
Category Attachment Code: F
Title: Information Technology-IT Services
F03. IT Services Subcategory
FSC/PSC Code: D399

Category Attachment Code: H
Title: Professional Services
H01. Business Administrative Services Subcategory
FSC/PSC Code: R408
H03. Financial Services Subcategory
FSC/PSC Code: R703

Category Attachment Code: G
Title: Miscellaneous
G06. Complimentary SINs Subcategory
FSC/PSC Code: 0000

FEDERAL MIRACLE TECH LLC
7701 Greenbelt Rd, Suite 501
Greenbelt, MD 20770
Office: 301-580-4924
Fax: 301-850-3380
http://federalmiracletech.com

Contract Number: 47QTCA19D00H6
Period Covered by Contract: August 12, 2019 to August 11, 2024
Pricelist current through Modification PS-0008, dated April 27, 2021

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

CONTRACTOR'S ADMINISTRATION SOURCE
Name: Jyothi R Bhargava
Phone: 301-580-4924
Fax: 301-850-3380
Email: jyothi@federalmiracletech.com

BUSINESS SIZE: SBA Certified 8(a) Joint Venture, Small Disadvantaged, Women Owned, Minority Owned Small Business
Tax ID: 83-3361622
Customer Information:

1a. Table of Awarded Special Item Number(s) with appropriate cross-reference to page numbers:

<table>
<thead>
<tr>
<th>SIN</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>54151S; 54151S STLOC; 54151S RC</td>
<td>Information Technology Professional Services - SUBJECT TO COOPERATIVE PURCHASING</td>
</tr>
<tr>
<td>54151HACS; 54151HACSSTLOC; 54151HACS RC</td>
<td>Highly Adaptive Cybersecurity Services (HACS)-SUBJECT TO COOPERATIVE PURCHASING</td>
</tr>
<tr>
<td>541611; 541611 RC</td>
<td>Management and Financial Consulting, Acquisition and Grants Management Support, and Business Program and Project Management Services</td>
</tr>
<tr>
<td>541219; 541219 RC</td>
<td>Budget and Financial Management Services</td>
</tr>
<tr>
<td>OLM; OLMSTLOC; OLMRC</td>
<td>Order-Level Materials (OLMs) - SUBJECT TO COOPERATIVE PURCHASING</td>
</tr>
</tbody>
</table>

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. Not applicable.

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 p.10 and p. 4-25 for labor categories and pricing.

2. Maximum Order:
   SINs 54151S; 54151HACS: $500,000
   SINs 541611; 541219: 1,000,000
   SIN OLM: $250,000

3. Minimum Order: $100.00


5. Point(s) of production (city, county, and state or foreign country): 7701 GREENBELT RD STE 501GREENBELT, MD 20770-6523

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

7. Quantity discounts:
   0.5% for single task orders of $300,000 to $499,999.99
1% for single task orders of $500,000 to $1,999,999.99
1.5% for task orders of $2,000,000 and above

8. **Prompt payment terms:** 1% Net 10. Information for Ordering Offices: Prompt payment terms cannot be negotiated out of the contractual agreement in exchange for other concessions.

9. **Foreign items (list items by country of origin):** None

10a. **Time of Delivery (Contractor insert number of days):** As Negotiated at the task order level.

10b. **Expedited Delivery:** Contact Contractor

10c. **Overnight and 2-day delivery:** Contact Contractor

10d. **Urgent Requirements:** Contact Contractor

11. **F.O.B Points(s):** Destination

12a. **Ordering Address(es):** Federal Miracle Tech LLC
7701 Greenbelt Road
Suite 501
Greenbelt, MD 20770
(301) 580-4924

12b. **Ordering procedures:** For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPA’s), and a sample BPA can be found at the GSA/FSS Schedule homepage (fss.gsa.gov/schedules).

13. **Payment address(es):** Federal Miracle Tech LLC
7701 Greenbelt Road
Suite 501
Greenbelt, MD 20770
(301) 580-4924

14. **Warranty provision:** N/A

15. **Export Packing Charges (if applicable):** N/A

16. **Terms and conditions of rental, maintenance, and repair (if applicable):** N/A

17. **Terms and conditions of installation (if applicable):** N/A

18a. **Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices (if applicable):** N/A
18b. Terms and conditions for any other services (if applicable): N/A

19. List of service and distribution points (if applicable): N/A

20. List of participating dealers (if applicable): N/A

21. Preventive maintenance (if applicable): N/A

22a. Environmental attributes, e.g., recycled content, energy efficiency, and/or reduced pollutants: N/A

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. contactor’s website or other location.) The EIT standards can be found at: www.Section508.gov/. Not Applicable

23. Data Universal Numbering System (DUNS) number: 116971302

24. Notification regarding registration in the System for Award Management (SAM) Database: Registered, registration active through 11/26/2021. CAGE 88PU3

Awarded Labor Categories and Pricing

SIN 54151HACS Labor Category Descriptions

1. Mid-Level Vulnerability Assessment Analyst and Penetration Tester

   Functional Responsibilities: May support in part or in whole technical vulnerability assessments of applications and infrastructure, vulnerability research, and generation of assessment reports. Duties may include:
   - Supporting development of and following general test and evaluation plans to compare current and proposed technologies; assessing test results to determine whether they match requirements specifications
   - Assisting in the coordination of technical tests, network scans, and/or vulnerability scans that support the evaluation of information safeguard effectiveness
   - Conducting reconnaissance, target assessment, data gathering, and vulnerability research
   - Leveraging COTS tools to conduct vulnerability assessments, analyzing results, identifying exploitable vulnerabilities, and verifying vulnerabilities
   - Preparing report documents by tailoring technical information and creating benchmark or security authorization reports; outlining key findings related to speed, risks, results and reliability, and recommending acceptance or rejection of technology for applied use

   Minimum Years of Experience: Three (3) years

   Minimum Educational/Degree Requirements: High School with college credits with a concentration in cybersecurity services, management information systems (MIS), engineering or information science is essential.

   Highly Desirable: Any of the credentials are a plus – Licensed Penetration Tester (LPT) Master, Offensive Security Certified Professional (OSCP), Certified Ethical Hacker (CEH), IACRB Certified Expert Penetration Tester (CEPT), IACRB Certified Expert Penetration Tester (CPT), Certified Red Team
Operations Professional (CRTOP), CompTIA’s PenTest+, GIAC Exploit Researcher and Advanced Penetration Tester (GXPN); and/or GIAC Penetration Tester (GPEN)

2. **Senior Vulnerability Assessment Analyst and Penetration Tester**

**Functional Responsibilities:** May support in part or in whole technical vulnerability assessments of applications and infrastructure, vulnerability research, and generation of assessment reports. Duties may include:

- Devising and/or selecting appropriate technical tests, network or vulnerability scan tools, and/or pen testing tools based on review of requirements and purpose; listing all steps involved for executing selected test(s) and coaching others in the use of advanced research, development, or scan tools and the analysis of comparative findings between proposed and current technologies
- Coordinating or leading teams to conduct ethical tests, network scans, and/or vulnerability scans that support the evaluation of information safeguard effectiveness
- Conducting reconnaissance, target assessment, target selection, and vulnerability research
- Creating custom tools and exploits to penetrate various levels of controls including network, operating system, and physical
- Using COTS or custom tools, conducting or leading teams to conduct vulnerability assessments, analyzing results, identifying exploitable vulnerabilities, and verifying vulnerabilities through manual assessment
- Preparing and reviewing assessment documents, validating and communicating key findings to stakeholders

**Minimum Years of Experience:** Six (6) years

**Minimum Educational/Degree Requirements:** Bachelor’s degree with a concentration in cybersecurity services, management information systems (MIS), engineering or information science is essential.

**Highly Desirable:** Any of the credentials are a plus – Licensed Penetration Tester (LPT) Master, Offensive Security Certified Professional (OSCP), Certified Ethical Hacker (CEH), IACRB Certified Expert Penetration Tester (CEPT), IACRB Certified Expert Penetration Tester (CPT), Certified Red Team Operations Professional (CRTOP), CompTIA’s PenTest+, GIAC Exploit Researcher and Advanced Penetration Tester (GXPN); and/or GIAC Penetration Tester (GPEN)

3. **Mid-Level Cyber Threat Hunter**

**Functional Responsibilities:** May respond to crises or urgent situations to mitigate immediate and potential threats. Approaches may include the use of information and threat intelligence specifically focused on a proximate incident to identify undiscovered attacks. Investigates and analyzes all relevant response activities. Identifies and assesses the capabilities and activities of cyber criminals or foreign intelligence entities; designs and administers procedures in the organization that sustain the security of the organization’s data and access to its technology and communications systems. Duties may include:

- Using current hashing algorithms to validate forensic images; diagramming networks and imaging servers to support digital forensics operations
- Utilizing a variety of industry-standard tools and techniques to collect a system’s current-state data and catalog, document, extract, collect, and preserve information
- Using dynamic analysis to identify network intrusions and network monitoring tools to capture real-time traffic spawned by any running malicious code; identifying internet activity that is triggered by malware; identifying network/host-based characteristics and assisting in drafting recommendations to detect and prevent malware infections in the future
- Monitoring and assessing complex security devices for patterns and anomalies (IDS, DLP); tagging events for Tier 1 monitoring
- Pinpointing location of compromised systems and devices; correlating events from the various components in the IT security infrastructure and identifying attacks and breaches
Minimum Years of Experience: Three (3) years
Minimum Educational/Degree Requirements: High School with college credits with a concentration in cybersecurity services, management information systems (MIS), engineering or information science is essential.
Highly Desirable: Any of the credentials are a plus – Security+, Network+, A+, GSEC, GIAC, CISSP

4. Senior Cyber Threat Hunter
Functional Responsibilities: May respond to crises or urgent situations to mitigate immediate and potential threats. Approaches may include the use of information and threat intelligence specifically focused on a proximate incident to identify undiscovered attacks. Investigates and analyzes all relevant response activities. Identifies and assesses the capabilities and activities of cyber criminals or foreign intelligence entities; designs and administers procedures in the organization that sustain the security of the organization’s data and access to its technology and communications systems. Duties may include:
- Leading Cyber Hunt team, providing oversight, and bearing responsibility for event investigation and tracking activities
- Identifying, deterring, monitoring, and investigating computer and network intrusions
- Providing computer forensic support to high technology investigations in the form of evidence seizure, computer forensic analysis, and data recovery
- Monitoring and assessing complex security devices for patterns and anomalies from raw events (DNS, DHCP, AD, SE logs); tagging events for Tier 1 and 2 monitoring
- Conducting malware analysis in out-of-band environments (static and dynamic), including complex malware

Minimum Years of Experience: Six (6) years
Minimum Educational/Degree Requirements: Bachelor’s degree with a concentration in cybersecurity services, management information systems (MIS), engineering or information science is essential.
Highly Desirable: Any of the credentials are a plus – Security+, Network+, A+, GSEC, GIAC, CISSP

5. Mid-Level Security Operations Center (SOC) Analyst
Functional Responsibilities: Provides cyber threat analysis and reporting to support SOC and program situational awareness. Actively monitors security threats and risks. Tracks investigation results and reports on findings. Duties may include:
- Supporting Security Operations Center, monitoring security tools to review and analyze pre-defined events indicative of incidents, and providing first-tier response to security incidents
- Monitoring network traffic for security events and performing triage analysis to identify security incidents
- Responding to computer security incidents by collecting, analyzing, preserving digital evidence, and ensuring that incidents are recorded and tracked in accordance with SOC requirements
- Working closely with the other teams to assess risk and provide recommendations for improving security posture
- Recommending content to detect security events
- Managing cases within incident management systems
- Performing network forensics and deep packet analysis
- Identifying countermeasures to detect and prevent security incidents

Minimum Years of Experience: Three (3) years
Knowledge, Skills and Abilities: Experience with one or more scripting languages (e.g., Python, JavaScript, Perl); computer exploitation methodologies, memory and malware analysis
Minimum Educational/Degree Requirements: High School with college credits with a concentration in cybersecurity services, management information systems (MIS), engineering or information science is essential.
Highly Desirable: Relevant security certifications (CISSP and GCIA or GCIH)

6. Senior Security Operations Center (SOC) Analyst

Functional Responsibilities: Provides cyber threat analysis and reporting to support SOC and program situational awareness. Actively monitors security threats and risks, provides in-depth incident analysis, evaluates security incidents, and provides proactive threat research. Tracks investigation results and reports on findings. Duties may include:

- Leading multiple functional security teams, providing management and leadership of SOC
- Performing intrusion scope and root cause analyses and assisting with intrusion remediation, strategy development, and implementation; recommending effective process changes to enhance defense and response procedures
- Using SOC monitoring devices to review and analyze pre-defined events indicative of incidents; creating and recommending content to detect security events
- Using knowledge of regulatory compliance directives to include various monitoring and reporting requirements and industry best practices; implementing optimal workflows and procedures
- Managing and ensuring the timely response and investigations of security events and incidents by the security operations center
- Performing network forensics and deep packet analysis
- Identifying countermeasures to detect and prevent security incidents
- Supporting knowledge management and developing procedures and policies for initial stand-up of a SOC
- Provides cyber threat analysis and reporting
- Creating and maintaining schedules to ensure coverage by operations support personnel
- Coordinating with threat operations and threat intelligence specialists to resolve high or critical severity level incidents
- Bearing responsibility for knowledge management and developing procedures and policies for initial stand-up of a SOC

Minimum Years of Experience: Six (6) years

Knowledge, Skills and Abilities: Experience with one or more scripting languages (e.g., Python, JavaScript, Perl); computer exploitation methodologies, memory and malware analysis

Minimum Educational/Degree Requirements: Bachelor’s degree or higher in a technical field such as Computer Science, Information Security, Information Technology, Computer Engineering, Information Systems, etc.

Highly Desirable: Relevant security certifications (CISSP and GCIA or GCIH)

7. Mid-Level Risk and Vulnerability Threat Analyst

Functional Responsibilities: Participates in the conduct of controls and security assessments to assess risk of exposure of proprietary data through weaknesses in platforms, access procedures, or forms of access to the organization’s systems and the data contained in them. Duties may include:

- Developing, documenting, and executing containment strategies
- Documenting and briefing the business on remediation options and executing the plan with stakeholders
- Producing final reports and recommendations
- Coordinating efforts of—and providing timely updates to—multiple business units during response
- Performing in-depth analysis in support of incident response operations
- Developing requirements for technical capabilities for cyber incident management
- Investigating major breaches of security and recommending appropriate control improvements
• Working with infrastructure and application support teams to drive closure of follow up actions identified through incident and problem management
• Performing Security Control Assessments on systems to validate the results of risk assessments and ensure that controls in the security plan are present and operating correctly on the system; providing thorough report of the risks to the system and its data
• Developing and analyzing system and security documentation

Minimum Years of Experience: Three (3) years
Knowledge, Skills and Abilities: Familiarity with ICD 503, 4300A/B/C, NIST 800-53 Revision 4 and up, Risk Management Framework (RMF), Security Technical Implementation Guides (STIG’s), and other compliance guidelines
Minimum Educational/Degree Requirements: High School with college credits with a concentration in cybersecurity services, management information systems (MIS), engineering or information science is essential.
Highly Desirable: Relevant security certifications Security+, CISSP, CEH, GPEN Certification

8. Senior Risk and Vulnerability Threat Analyst
Functional Responsibilities: Participates in the conduct of controls and security assessments to assess risk of exposure of proprietary data through weaknesses in platforms, access procedures, or forms of access to the organization’s systems and the data contained in them. Duties may include:
• Supporting engineering design teams by assessing network and system security design features and making recommendations concerning overall security accreditation readiness and compliance and best practices
• Supporting interoperability assessment teams and presenting written analyses and conclusions in all phases of analysis
• Being able to actively lead and manage project update briefings, working sessions, and stakeholder meetings
• Developing and analyzing system and security documentation
• Following up with site administrators for status on non-compliant platforms and maintaining any necessary exception documentation
• Maintaining documentation for exceptions to standards
• Applying strong analytical/assessment to security systems and enterprise architecture (e.g., conducting gap analyses, risk assessments)
• Participating in Security Control Assessments on systems to validate the results of risk assessments and ensure that controls in the security plan are present and operating correctly on the system; providing thorough reports of the risks to the system and its data
• Evaluating system findings, developing PO&AMs, and briefing stakeholders on key findings, recommendations, risk, and impact

Minimum Years of Experience: Six (6) years
Knowledge, Skills and Abilities: Familiarity with ICD 503, 4300A/B/C, NIST 800-53 Revision 4 and up, Risk Management Framework (RMF), Security Technical Implementation Guides (STIG’s), and other compliance guidelines
Minimum Educational/Degree Requirements: Bachelor’s Degree in information technology, Cyber Security, or Computer Science is essential
Highly Desirable: Relevant security certifications Security+, CISSP, CEH, GPEN Certification

9. Mid-Level Cyber Security Engineer
Functional Responsibilities: Participates in special projects or investigations into specific technology or solution issues and research and piloting of new technologies. Serves as a point of contact for engineering efforts while assisting in maintaining compliance with the customer's policies and guidelines. Duties may include:
• Assisting with assessing, designing, developing, and recommending integrated security system solutions that ensure that proprietary and confidential data and systems are protected
• Providing assistance with technical engineering services for the support of integrated security systems and solutions
• Interfacing with the client in the strategic design process to translate security and business requirements into technical designs
• Assisting with configuration, validating secure complex systems, and testing security products and systems to detect security weaknesses

**Minimum Years of Experience:** Three (3) years

**Knowledge, Skills and Abilities:** Knowledge supporting accreditations utilizing the Risk Management Framework (RMF) and Government standards (FIPS, NIST, FedRAMP, FISMA, etc.), knowledge of FedRAMP and FedRAMP Joint Authorization Board (JAB), knowledge of incident response processes (detection, triage, incident analysis, remediation and reporting)

**Minimum Educational/Degree Requirements:** High School with college credits with a concentration in cybersecurity services, management information systems (MIS), engineering or information science is essential.

**Highly Desirable:** Relevant security certifications IAT Level III Certification (CASP+ CE, CCNP Security, CISA, CISSP (or Associate), GCED, GCIH)

10. **Senior Cyber Security Engineer**

**Functional Responsibilities:** Participates in special projects or investigations into specific technology or solution issues and research and piloting of new technologies. Serves as a point of contact for engineering efforts while maintaining compliance with the customer’s policies and guidelines. Duties may include:

- Configuring and maintaining policies
- Maintaining documentation for exceptions to standards
- Providing timely and adequate response to threats/alerts
- Assessing security events to drive to a resolution
- Providing timely and sufficient response to security incidents and assessment services
- Promoting security awareness
- Leading team of security engineers, managing large-scale deployment, assessment, and O&M projects
- Validating and verifying system security requirements definitions and analyses and establishes system security designs
- Designing, developing, implementing and/or integrating IA and security systems and system components, including those for networking, computing, and enclave environments
- Building IA into systems deployed to operational environments

**Minimum Years of Experience:** Six (6) years

**Knowledge, Skills and Abilities:** Knowledge supporting accreditations utilizing the Risk Management Framework (RMF) and Government standards (FIPS, NIST, FedRAMP, FISMA, etc.), knowledge of FedRAMP and FedRAMP Joint Authorization Board (JAB), knowledge of incident response processes (detection, triage, incident analysis, remediation and reporting)

**Minimum Educational/Degree Requirements:** A Bachelor’s Degree in engineering, Information Assurance/Cybersecurity Engineering or Information Technology is essential.

**Highly Desirable:** Relevant security certifications IAT Level III Certification (CASP+ CE, CCNP Security, CISA, CISSP (or Associate), GCED, GCIH)

**SIN 54151S Labor Category Descriptions**

1. **Senior Software Engineer**
Functional Responsibilities: Works independently on highly complex operating systems analysis/programming projects using programming languages. 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. Develop software packages & applications using Object-Oriented programming techniques. Continuously design and write well organized, maintainable and reusable code. Database programming using general database concepts, experience writing stored procedures. Design and developing applications using languages such as C, C++, C#,.Java,.net, ColdFusion Markup Language (CFML), Hypertext Markup Language (HTML), eXtensible Markup Language (XML), JavaScript, Asynchronous JavaScript and XML (AJAX), Structured Query Language (SQL) and Cascading Style Sheets (CSS). Familiarity and work with stages of Software Development Life Cycle. Develop Graphical User Interface (GUI) using usability techniques & tools. Apply best coding practices and standards. Implement system security features and standards. Demonstrate excellent organizational, analytical and writing skills. Be able to attend to any system performance issues, if such occur, and improve performance of the system. Be able to work with a minimal technical supervision and support. Be able to work with client and transform business requirements into extensible, scalable and maintainable applications.

Senior Software Engineer is also responsible for planning and engineering of an organization's cloud computing infrastructure and applications. Implements and designs server, network, and software configurations for a cloud computing infrastructure and applications with a focus on DevOps principles. Monitors the performance of systems. Familiar with standard concepts, practices, and procedures of cloud technology, including Software as Service (SaaS), Platform as Service (PaaS), or Infrastructure as a Service (IaaS).

Minimum Years of Experience: Ten (10) years of experience in the field or in a related area.

Minimum Educational/Degree Requirements: Bachelor’s Degree in Information Technology, Engineering, Science or other related area.

2. Mid-Level Software Engineer

Functional Responsibilities: Works independently on highly complex operating systems analysis/programming projects using programming languages. 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. Develop software packages & applications using Object-Oriented programming techniques. Continuously design and write well organized, maintainable and reusable code. Database programming using general database concepts, experience writing stored procedures. Design and developing applications using languages such as C, C++, C#,.Java,.net, ColdFusion Markup Language (CFML), Hypertext Markup Language (HTML), eXtensible Markup Language (XML), JavaScript, Asynchronous JavaScript and XML (AJAX), Structured Query Language (SQL) and Cascading Style Sheets (CSS). Familiarity and work with stages of Software Development Life Cycle. Develop Graphical User Interface (GUI) using usability techniques & tools. Apply best coding practices and standards. Implement system security features and standards. Demonstrate excellent organizational, analytical and writing skills. Be able to attend to any system performance issues, if such occur, and improve performance of the system. Be able to work with a minimal technical supervision and support. Be able to work with client and transform business requirements into extensible, scalable and maintainable applications.

Minimum Years of Experience: Five years of experience in the field or in a related area.

Minimum Educational/Degree Requirements: Bachelor’s Degree in Information Technology, Engineering, Science or other related area.

3. Senior Information Technology Program Manager

Functional Responsibilities: Manage the IT function for company or agency, which involves IT planning, budget and policies, inventory management, configuration, data security and retention initiatives, telework
policies and implementation. Lead research related to new technologies and drive large-scale infrastructure improvements to support a fast-growing, ever-changing work environment. Oversee planning for the server and network services/devices to ensure reliability for employees; Accountable for laptop and network security, ensuring information security; set vision and plans for IT infrastructure services and operations; work with IT and strategic leadership to identify new solutions as well as growth and efficiency opportunities. Work directly with the Contracting Officer's Representative (COR) and direct actions of the contract team to effectively meet Government requirements as outlined in this contract. Possesses and applies a comprehensive knowledge across key tasks and high impact assignments. Plan and lead major technology assignments.

**Minimum Years of Experience:** Fifteen (15) years of experience in the field or in a related area.

**Minimum Educational/Degree Requirements:** Bachelor’s Degree in Information Technology, Engineering, Science or other related area.

4. **Information Technology Project Manager**

**Functional Responsibilities:** Project Manager serves as manager for small to medium projects. May management multiple tasks for a large, complex government program under direction of the Program Manager. Assists the Government CO, COR, government management personnel and customer agency reporting requirements. Under the Program Manager guidance, responsible for the overall management of the specific task order(s) and insuring that the technical solutions are implemented within budget in a timely manner.

Responsible for the effective management of funds and personnel and is accountable for the quality and timely delivery of all contractual items. Operates within client guidance, contractual limitations, and Company business and policy directives. Serves as focal point of contact with client regarding program/project activities. Ensures that all required resources are available for project implementation. Maintains the development and execution of business opportunities based on broad, general guidance. Confers with the Technical team to provide technical advice and to assist with problem resolution.

**Minimum Years of Experience:** Ten (10) years of experience in the field or in a related area.

**Minimum Educational/Degree Requirements:** Bachelor’s Degree in Information Technology, Engineering, Science or other related area.

5. **Information Technology Subject Matter Expert (SME)**

**Functional Responsibilities:** IT SME is required to possess high level technical knowledge and analysis of specialized applications and operational environment, high-level functional systems analysis, design, integration, documentation, training, and implementation advice on complex problems. Participate as needed in all phases of software development with emphasis on the planning, analysis, testing, integration, documentation, training and presentation phases, lead and represent all IT initiatives, provide recommendations and lead the design, development and implementation of enterprise level discussions and assist with key decision making. Very likely will lead and direct A certain degree of creativity and latitude is required.

**Minimum Years of Experience:** Fifteen (15) years of experience in the field or in a related area.

**Minimum Educational/Degree Requirements:** Bachelor’s Degree in Information Technology, Engineering, Science or other related area or equivalent experience

6. **Information Technology Security Technical Lead**

**Functional Responsibilities:** Develop requirements from a project's inception to its conclusion for a particular Information Technology (IT) subject matter area (i.e., simple to complex systems). Assist other project members with analysis, evaluation and recommendations for IT system improvements, optimization, development, and/or maintenance relative to: information systems architecture; networking; telecommunications; automation; communications protocols; risk management/electronic analysis;
software; life-cycle management; software development methodologies; modeling and simulation; disaster recovery; and requirements management.

Cloud Security with Strong understanding of Cloud information flows and process architecture necessary for implementation of cloud security. Uses information technology to plan, prepare, and execute cloud related security tasks. Prepares and reviews Cloud security architecture. Applies knowledge of security requirements, documentation, and risk mitigation strategies Develops Cloud design documentation. Implements Cloud security policies and procedures. Conducts Cloud security audits against contractual requirements.

**Minimum Years of Experience**: Ten (10) years of experience in the field or in a related area.
**Minimum Educational/Degree Requirements**: Bachelors’ Degree in Information Technology, Engineering, Science or other related area.

7. **Computer Security Incident Response Team (CSIRT) Analyst**

**Functional Responsibilities**: IT CSIRT Analyst monitor, control, and maintain the operations of computer networks and associated peripheral equipment. Provide technical and staff support to Network Operations Centers (NOC) and Security Operations Centers (SOC) with monitoring the status, security and performance of computer networks. Investigate and resolve computer operations problems and security threats. The CSIRT Analyst provide the client with a - comprehensive array of analytical activities in support of external IT threat monitoring, detection, event analysis and incident reporting efforts to include: presentation reviews, internal and external threat reporting, analysis of inbound and outbound public internet traffic, suspicious e-mail messages, administers access request to specific public sites, communicates and coordinates the characterization of events and the response. Adept in Data Center Operations, control console of mainframe computers, large minicomputer arrays, client/server systems, and/or service center consoles/functions; monitors performance and security, and corrects equipment/system malfunctions; reviews error messages and makes corrections during operation; assists users in resolving problems; maintains records of all problems/errors occurring and actions taken to fix; and, performs root cause analysis of failures. Assists users with Internet/Intranet access. Provides technical assistance to operators, programmers, system analysts, users, and managers in order to evaluate alternatives and resolve problems; Assists users and clients in formulating requirements; and helps project managers with system and data analysis. Provides direct supervision and training of team members. Provides technical assistance to operators, programmers, system analysts, and users in order to resolve problems. Functions as a team or shift or project lead when required.

**Minimum Years of Experience**: Five (5) years of experience in the field or in a related area.
**Minimum Educational/Degree Requirements**: Bachelor’s Degree in Information Technology, Engineering, Science or other related area.

8. **Information Technology (IT) Digital Media Analyst (DMA)**

**Functional Responsibilities**: Evaluate emerging forensics technologies, provide operational security assessments and support cyber forensic and cyber security tasks and perform all phases of the forensic examination of digital media tools such as Social Media and its Security and its impact in an organization.

**Minimum Years of Experience**: Five (5) years of experience in the field of information technology or in a related area.
**Minimum Educational/Degree Requirements**: Bachelor’s Degree in Information Technology, Engineering, Science or other related area.

9. **Information Technology Systems Engineering Lead**

**Functional Responsibilities**: Must be able to fulfill the lead role related to systems engineering of large enterprise systems with a specialty in at least Network Communications, Server Infrastructure, Messaging and Directory Services, IT Storage Solutions, IT Security, Systems Engineering and IT Disaster Recovery. IT server-based applications and the lifecycle management with a demonstrated ability and skill to
analyze, evaluate, and resolve complex IT problems. Understanding of technologies to include VMWARE; VSHPERE and Fail Over Manger Clusters; and other emerging technologies. Provide IT assistance to customer regarding complex multivendor matrixed IT environment, technical support of IT Server and Network systems with emphasis on IT Systems Engineering. Engineering large complex computer systems and/or networks. Applies theories and principles of science or mathematics to the design of hardware, operating systems, networks and processes to solve technical problems. Systems may involve multiple protocols and interfaces, satellite communications, digital or fiber optic networks, etc. Plan designs or redesign of systems, management and coordination. Test and analyze all elements of the network facilities including power, software, communications devices, lines, modems and terminals. Insure the overall integration of the enterprise network. Monitor and control the performance and status of the network resources. Utilize software and hardware tools, identify and diagnose highly complex problems and factors affecting network performance. Maintain technical currency and study vendor products to determine which best meet client needs. Provide guidance and direction to network support technicians. May be responsible for designing new Internet Protocol version 6 (IPv6) networks and/or planning transition from IPv4 to IPv6. Cloud Computing oversees with the development of future Cloud based component architectures and migration plans. Conceive, design, prototype, and test new methods, algorithms, and models. Define and enforce appropriate technical standards and procedures. Lead the research and development of new Cloud based products and applications. Define system, technical and application architectures for major areas of development.

**Minimum Years of Experience:** Ten (10) years of experience in the field or in a related area.

**Minimum Educational/Degree Requirements:** Bachelor’s Degree in Information Technology, Engineering, Science or other related area.

10. **Senior Enterprise Architect**

**Functional Responsibilities:** Provide high-level architectural expertise to managers and technical staff. Develop architectural products and deliverables for the enterprise and operational business lines in accordance with the strategy and goals of the organization. Develop strategy of system and the design infrastructure necessary to support that strategy. Advises on selection of technological purchases with regards to processing, data storage, data access, and applications development. Set standards for the client/server relational database structure for the organization (Structured Query Language (SQL), ORACLE, SYBASE, etc.). Advise of feasibility of potential future projects to management. Analyze functional business requirements and design specifications for functional activities. Responsible for designing IT architecture for an organization on an enterprise level. Defines system and application architecture and provides vision, problem anticipation, and problem-solving ability to organization. Demonstrates expertise in a variety of the field's concepts, practices, and procedures. Recognized as technical leader and resource. A high degree of creativity and latitude is required. Relies on experience and judgment to plan and accomplish goals. Works under general supervision. Performs a variety of tasks. Will very likely direct and lead the work of others.

**Minimum Years of Experience:** Ten (10) years of experience in the field or in a related area.

**Minimum Educational/Degree Requirements:** Bachelor’s Degree in Information Technology, Engineering, Science or other related area.

11. **Senior Information Technology (IT) Research Analyst**

**Functional Responsibilities:** Leads the Agency’s Information Technology (IT) research initiatives, performing the IT services and product related alternative analysis to find optimized solutions. Formulate and apply mathematical modeling and other optimizing methods to develop and interpret information that assists management with decision making, policy formulation, or other managerial functions. Collect and analyze IT data and develop decision support software, service, or products. Develop and supply optimal time, cost, or logistics networks for program evaluation, review, or implementation. Provide data-driven
insights to enable decision-making; investigating data anomalies and perform Root Cause Analysis (RCA). Develop research model test scripts, oversee and submit IT data for key decision makers. Proficiency in Tableau, Looker or other data visualization tools may be required to perform IT Research and Data analytics.

**Minimum Years of Experience:** Ten (10) years of experience in the field or in a related area.

**Minimum Educational/Degree Requirements:** Bachelor’s Degree in Information Technology, Engineering, Science or other related area.

12. **Mid-Level IT Research Analyst**

**Functional Responsibilities:** Able to perform Agency’s Information Technology (IT) research related services, perform alternative analysis to find optimized solutions. Able to apply mathematical modeling and other optimizing methods to develop and interpret information that assists management with decision making, policy formulation, or other managerial functions. Collect and analyze IT data, develop decision support software, service, or products.

**Minimum Years of Experience:** Require Five (5) years’ experience in the field or in a related area.

**Minimum Educational/Degree Requirements:** Bachelor’s Degree in Information Technology, Engineering, Science or other related area.

13. **IT Quality Management and Testing Analyst**

**Functional Responsibilities:** Track, report on IT quality measurements and metrics including complaints, in-process defects, field failures, and non-conforming materials. Develop and define major and minor characteristics of quality including quality metrics and scoring parameters and determine requisite quality control resources. Analyze and prepare reports and data on Quality System effectiveness at management review meetings. Review/approve product and process change control documentation and specifications. Coordinate training activities within the areas of the Quality System.

Responsible for all aspects of quality assurance and compliance with applicable regulatory requirements; conducts audits and reviews/analyzes data and documentation. Familiar with a variety of the field's concepts, practices, and procedures. Relies on extensive experience and judgment to plan and accomplish goals. Performs a variety of tasks. Will very likely lead and direct the work of others. A wide degree of creativity and latitude is expected.

**Minimum Years of Experience:** Five (5) years of experience in the field or in a related area.

**Minimum Educational/Degree Requirements:** Bachelor’s Degree in Information Technology, Engineering, Science or other related area.

14. **IT Business Requirements Analyst**

**Functional Responsibilities:** Applies broad knowledge and experience to complex requirements. Works independently to develop, design and perform feasibility studies and functional systems analysis for complex integrated information management systems. Guides users in formulating requirements, advises alternative approaches, conducts feasibility studies.

Reviews, analyzes, and evaluates business IT systems and user needs. Formulates systems to parallel overall business strategies. Writes detailed description of user needs, program functions, and steps required to develop or modify computer programs. Familiar with related computer software/programs used to perform job functions.

Provide business process re-engineering support such as, but not limited to, design of alternative strategies, development and monitoring of functional tests and assistance in the implementation of solutions. Provide fiscal support as well as security analysis, human factor analysis and data analysis support. Prepare accurate and detailed requirement specifications documents, user interface guides, and functional specification documents business analysis tools. Communicate effectively with external clients and internal teams to deliver product’s functional requirements like wireframes, use cases, Graphical User Interface (GUI) designs etc. Help design and execute the test scripts and test scenarios. Coordinate with the groups of business unit who test, validate, evaluate new applications and functions, and determine issues in
services and software. Serve as liaison among functional teams, business unit leadership, and other stakeholders throughout the program lifecycle;
Consults with program and client senior staff to set project goals, requirements, and limitations. Work closely with development staff to facilitate rapid prototyping of product and system enhancements while insuring products meet project quality standards. Understand business process management and business requirements of the customers and translate them to specific software requirements. Configuration Management Support for complex integrated management systems while maintaining quality assurance.
**Minimum Years of Experience:** Five years of experience in the field or in a related area.
**Minimum Educational/Degree Requirements:** Bachelor’s Degree in Information Technology, Engineering, Science or other related area.

15. **Database Management Specialist**

**Functional Responsibilities:** Applies broad knowledge and experience in database installation, set-up, design, development including normalization and demoralization of data structures. Demonstrate understanding of database optimization, performance, back-up and recovery techniques. Experience with multiple Database Management Systems (DBMS) and expert in Structured Query Language (SQL) programming. Data Management Specialist directs systems analyses and feasibility studies. Assist customer in the planning and coordinating acquisition and implementation of systems. Analyzes proposed and existing system used in processing applications in terms of data communications and database management/structure, requirements and costs. Prepares functional specifications for acquiring commercially available equipment. Consults with user management to ensure that problems are properly identified, and solutions meet the requirements. Software and database analysis and design with an emphasis on data structures and reporting. Designs relational and hierarchical databases. Develops data dictionaries. Creates indexing, both primary and secondary keys. Provides performance tuning and database administration. Manages disk space. Provides custom programming for stored procedures, triggers, complicated queries and Structured Query Language (SQL) statements to create views, tables etc. Designs and builds relational databases for data storage or processing. Develops strategies for warehouse implementation, data acquisition, and archive recovery. Cleans and maintains the database by removing and deleting old data. May evaluate new data sources for adherence to the organization's quality standards and ease of integration. May provide consultation on complex projects and is considered to be the top level contributor/specialist. Familiar with a variety of the field's concepts, practices, and procedures. Relies on experience and judgment to plan and accomplish goals. Performs a variety of complicated tasks. A wide degree of creativity and latitude is expected. Very likely directs and leads others. Works under general supervision. Typically reports to a manager.

**Minimum Years of Experience:** Five (5) years of experience in the field or in a related area.
**Minimum Educational/Degree Requirements:** Bachelor’s Degree in Information Technology, Engineering, Science or other related area.

16. **Senior Information Technology Consultant**

**Functional Responsibilities:** This position requires specialized experience in analysis and design of business applications on complex systems, and data base management; use of modern programming languages; Configuration Management, verification and validation, system/software testing and integration, software metrics and their application to system/software quality assessment, use of industry recognized quality assurance methods for software testing for quality improvement. Assesses and monitors software quality throughout the Software Development Life Cycle (SDLC) using industry recognized tools and techniques; and, has worked independently or under general direction on complex tasks through all phases of SDLC. General experience includes increasing responsibilities in quality assurance, quality control, and team leader responsibilities. Quality Assurance (QA) specialist establishes, maintains, and monitors processes for evaluating software and associated documentation. Defines quality metrics for the program or project. Determines resources required for quality control. Maintains the level of quality
throughout the software life cycle. Conducts formal and informal reviews throughout the SDLC. Monitors quality assurance metrics and processes throughout the SDLC. Design and develops test cases and test reports. Reviews work products for correctness, adherence to the design concept, and adherence to client standards. Reviews of program documentation to assure compliance with government standards/requirements. Monitors progress in accordance with schedules. Coordinates problem resolutions with the Project Manager to ensure user satisfaction. Recommends systems release and acceptance based on quality metrics.

Converts scientific, engineering, and other technical problem formulations to formats that can be processed by computer. Resolves symbolic formulations, prepares flowcharts and block diagrams, and encodes resultant equations for processing by applying extensive knowledge of branch of science, engineering, or advanced mathematics, such as differential equations or numerical analysis, and understanding of capabilities and limitations of computer. Familiar with standard concepts, practices, and procedures within a particular field. Relies on experience and judgment to plan and accomplish goals. Performs a variety of tasks.

**Minimum Years of Experience:** Ten (10) years of experience in the field or in a related area.

**Minimum Educational/Degree Requirements:** Bachelor’s Degree in Information Technology, Engineering, Science or other related area.

17. **Graphic Designer**

**Functional Responsibilities:** Responsible for creating design solutions that have a high visual impact. Leads creative efforts of designer staff and multimedia specialist staff. Develops graphical elements such as banners, icons, logos, and splash screens to support systems' visual layout and project desired image. Transforms design ideas into tangible output (wireframes, color palettes, mockups, vector graphics, etc.). Works in conjunction with business analysts and technologists to conform graphics and format to functional objectives.

**Minimum Years of Experience:** Five (5) years of experience in the field or in a related area.

**Minimum Educational/Degree Requirements:** Bachelor’s Degree in Information Technology, Engineering, Science or other related area.

18. **Helpdesk Specialist**

**Functional Responsibilities:** Helpdesk Specialist serves as the initial point-of-contact for troubleshooting hardware/software, PC, and printer problems. Manages the help desk functions and personnel. Provides daily supervision and direction to staff who are responsible for phone and in-person support to users in the areas of email, directories, standard Windows desktop applications, and applications developed or deployed under this contract. 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. Provides phone and in-person support to users in the areas of e-mail, directories, standard Windows desktop applications, and applications developed under this contract or predecessors. Provides daily phone or/and in-person support to users in the areas of e-mail, directories, standard Windows desktop applications, and applications developed or deployed under this contract.

Supports and supervises the day-to-day operations of the help desk. Identifies, researches, and resolves complex technical problems. Creates and manages escalation procedures and ensures service levels are maintained. Documents, tracks, and monitors problems to ensure resolution in a timely manner. Familiar with a variety of the field's concepts, practices, and procedures.

**Minimum Years of Experience:** Six (6) years of experience in the field or in a related area.

**Minimum Educational/Degree Requirements:** Associate Degree in Information Technology, Engineering, Science or other related area.
19. Multimedia Specialist

**Functional Responsibilities:** Designs and implements one or more technical media tools such as web, flash, audio, etc. Works with single or multiple forms of media to help ensure a pleasant user experience while imparting precise and accurate content. A high degree of creativity and latitude is required. Relies on experience and judgment to plan and accomplish goals. Performs a variety of tasks. Will very likely direct and lead the work of others.

**Minimum Years of Experience:** Five (5) years of experience years in the field or in a related area.

**Minimum Educational/Degree Requirements:** Associate Degree in Information Technology, Engineering, Science or other related area.

20. Software Architect

**Functional Responsibilities:** 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. Senior Architect who independently performs a variety of system design and engineering tasks which are broad in nature and are concerned with design and implementation of major enterprise systems development and integration, including supporting personnel, hardware, software, and support facilities and/or equipment. Supervises team of Senior Systems Engineers, Network Engineers, Senior Network Engineers, and Network Engineers through project completion and is considered a Subject Matter Expert (SME) in one or more specific areas of computer system design and networking. Guides users in formulating requirements, advises alternative approaches, and conducts feasibility studies. Plans and performs systems and networking engineering research, design development, and other assignments in conformance with system and network design, engineering, and customer specifications. Responsible for highly complex technical/engineering projects. Supervises and coordinates a team of Senior Systems Engineers, Network Engineers, Senior Network Engineers, and Network Engineers assigned to specific system and network engineering projects through project completion. Is the lead technical authority on the project and is considered a Subject Matter Expert (SME) in one or more specific areas of computer system design and networking. May be responsible for designing new Internet Protocol version 6 (IPv6) networks and/or planning transition from Internet Protocol version 4 (IPv4) to Internet Protocol version 6 (IPv6). May perform other duties, as assigned.

**Minimum Years of Experience:** Ten (10) years of experience in the field or in a related area.

**Minimum Educational/Degree Requirements:** Bachelor's Degree in Information Technology, Engineering, Science or other related area.

21. IT User Experience Specialist

**Functional Responsibilities:** Gathers and analyzes IT user requirements and design interfaces. Conducts usability testing related to IT scripts, programming and usability of code, intended objectives and develop user experience scenario. Make recommendations about usability methods to use, answer questions related to users and design directions based on projects' needs, goals and constraints. Familiar with accessibility standards and related legislation and regulations. Regardless of format, assures that all Web content or communications materials produced, including text, audio or video conforms to applicable Section 508 standards to allow federal employees and members of the public with disabilities to access information that is comparable to information provided to persons without disabilities. Responsible for preparing, posting, and testing content to assure compliance with Section 508 accessibility standards and other such policies or standards. Remediates materials that do not comply with the applicable standards.

**Minimum Years of Experience:** Three (3) years of experience in designing and conducting formative usability tests in both formal and informal settings

**Minimum Educational/Degree Requirements:** Bachelor’s Degree in Information Technology, Engineering, Science or other related area.

22. Web Designer/Developer
Functional Responsibilities: Plans, designs, development, tests, edits, maintains, and documents web programs. Applies knowledge of programming techniques and computer internet systems. Formulates plan outlining steps required to develop program, using structured analysis and design. Familiar with a variety of the field's concepts, practices, and procedures. Relies on experience and judgment to plan and accomplish goals. Performs a variety of complicated tasks. A wide degree of creativity and latitude is expected. Very likely directs and leads others. Works under general supervision. Typically reports to a manager or head of a unit/department. Controls all technical aspects of website, including performance issues, such as speed of access, and approving site content. May also have responsibilities for site design and creation. Plans, develops, tests, edits, maintains, documents and controls content, look, and flow of websites. Applies knowledge of programming techniques and computer internet systems. Familiar with a variety of the field's concepts, practices, and procedures. Relies on experience and judgment to plan and accomplish goals. Performs a variety of complicated tasks. A wide degree of creativity and latitude is expected.

Minimum Years of Experience: Five (5) years of experience in related field.
Minimum Educational/Degree Requirements: Associate Degree in Information Technology, Engineering, Science or other related area.

SIN 541611 Labor Category Descriptions

1. Contracting Specialist
Functional Responsibilities: Contracting Specialist assists with contract administration and management tasks, such as, timely contract closeout to de-obligate excess funds; closing the contracts; keeping records of contractual actions; assist with tracking workload and forecasting financial resources; review contract data; conduct contract audits and complete financial reviews.
Minimum Years of Experience: Five (5) years of progressively responsible experience in performing and participating in engagements, specific experience in one or more key project areas, demonstrated ability to provide guidance and direction for specific projects or sub-tasks, and increasing responsibility in design, implementation, and management of projects of progressively more responsible experience in federal contracts, budgeting, analysis, and other financial management areas.
Minimum Educational/Degree Requirements: Bachelor’s degree in business, contracts administration/management, accounting, finance or other relevant discipline.

2. Business Project Manager
Functional Responsibilities: Business Project Manager is responsible for meeting with top level managers and executives to define overall goals and objectives of projects. Prepares recommendations for resource requirements to accomplish the projects and negotiates with stakeholders to obtain needed resources and support. Prepares project plans and establishes system for review, control, and reports. Prepares agency directives, memoranda, policy statements, and other written guidelines and recommendations relating to projects. Develops project and program plans, goals, objectives, and milestones involving complex programs, systems, or issues of critical importance to the entire organization. Assesses project progress, conducts briefings, and prepares comprehensive reports with solutions and recommendations for top-level managers and executives. Coordinates the impact of projects with employees and managers in all affected areas and with external individuals and organizations. Represents program office where they will be located at, interests and endeavors for assigned projects, and functions as the resident expert relating to all aspects of project planning, execution, and implementation.
Minimum Years of Experience: Ten (10) years of specialized experience, equivalent to at least the GS-14 level in the Federal service, which includes use of quantitative and qualitative techniques for analyzing and evaluating complex mission-oriented programs and projects for an organization.
Minimum Educational/Degree Requirements: Bachelors or Professional Qualification, such as, PMP, CPA, MBA, CGFM or any other relevant professional certification.

3. Business Management Analyst
Functional Responsibilities: Business Management Analyst plans, organizes, and conducts management studies of programs, organizational and staffing structures, and budgetary, operational or other administrative systems and provides technical assistance and advice on program planning, fiscal and/or human resource management. Employees in this class also make recommendations for and assist in the implementation of new techniques or procedures to improve methods of operations, strengthen controls, and effectively utilize resources. evaluates new and existing programs for effectiveness, efficiency and conformity to established guidelines; determines quality of current services and benefits of alternative systems; researches, tracks or monitors administrative data; identifies actual or potential problem areas, discrepancies, or deviations in procedural, budgetary or operational systems; determines solutions and options; applies forecasting techniques to historical and current data to predict fiscal or program impact, refines predictions as additional information becomes available.

Minimum Years of Experience: Three (3) years of specialized experience assisting or participating in planning and/or carrying out management improvement studies in at least one of the following areas: organizational analysis; systems and procedures analysis; records management analysis; space utilization studies; work measurement or work simplification studies; cost benefit analysis; or other related efficiency research studies. with 2 years of specialized experience in analytical activities, which includes use of quantitative and qualitative techniques for analyzing and evaluating complex mission-oriented programs and projects for an organization.

Minimum Educational/Degree Requirements: Bachelor's degree in Industrial Engineering, Industrial Psychology, Public Administration, Business Administration, or a closely-related field.

4. Senior Business Management Analyst
Functional Responsibilities: Senior Business Management Analyst designs, plans, and coordinates or conducts analytical management studies of program policies, organizational structures and budgetary, operational, or other administrative systems and provides consultation on legislative or administrative issues, program planning, fiscal, and/or human resource management. Employees in this class provide management support for decision making, recommend policy, and promote administrative improvements. conducts or directs analysis of legislation, judicial activities, policy, and administrative issues affecting assigned department or areas of technical specialization; meets with management to establish priorities for projects in key areas; determines priorities for evaluation and conducts or coordinates the evaluation of existing or proposed administrative activities for effectiveness, efficiency, and conformity to established or agreed upon guidelines; determines quality of existing policies, services, and resource allocations and considers benefits of alternative systems.

Minimum Years of Experience: Four (4) years of specialized experience, with three (3) years of specialized experience in performing management improvement studies in such areas as organizational analysis, systems and procedures analysis, records management analysis, space utilization studies, work measurement or work simplification studies, cost benefit analysis, or other related efficiency and/or effective research studies.

Minimum Educational/Degree Requirements: Master’s degree in Business Administration, Public Administration, or closely related field or three more years of technical or staff level experience assisting in planning and carrying out various management improvement studies in a least one of the previously listed areas.

5. Senior Consultant
Functional Responsibilities: Senior Consultant conducts management studies in areas, such as, organizational design and staffing, operational systems and procedures work simplification; space
utilization, records management and control, and budget preparation. Also makes recommendations for corrective action and management improvements to ensure efficient, cost-effective operations, and compliance with office requirements.

**Minimum Years of Experience:** Eight (8) years general experience with four (4) years of specialized experience including assistance with or participation in planning and/or carrying out management improvement studies in such areas as organizational analysis; systems and procedures analysis; records management analysis; space utilization studies; work measurement or work simplification studies; cost benefit analysis; or other related efficiency research studies.  

**Minimum Educational/Degree Requirements:** Bachelor's degree in Accounting, Public Administration, Business Administration, or a closely-related field.

**SIN 541219 Labor Category Descriptions**

1. **Financial Program Director**

   **Functional Responsibilities:** The Financial Program Director provides the primary interface with client management personnel regarding strategic issues relevant to the program or project. He or she directs the completion of financial projects within estimated time frames and budget constraints, coordinates efforts on tasks, and reviews work products for completeness and adherence to applicable regulations and customer requirements. The Financial Project Director also delivers, presents, and leads strategic level client meetings. Performs management of overall contract support operations involving multiple projects and groups of personnel at multiple locations. Organizes, directs, and coordinates the planning and production of all contract support activities. Demonstrates written and oral communication skills and has authority and responsibility to identify and commit resources required to support customers.  

   **Minimum Educational/Degree Requirements:** Bachelor’s degree in business, accounting, finance or other discipline relevant to management of large, complex programs.  

   **Minimum Years of Experience:** Ten (10) years’ experience in leading and providing technical direction to financial type projects; a demonstrated ability to provide guidance and direction for multiple financial projects; designing, implementing, and managing Federal government financial management engagements; and the capability to manage multi-task projects of high complexity. The Financial Program Director has professional certifications in fields of his or her expertise, which may include, but not be limited to, CPA, GAAP, cost accounting systems, etc. Possesses a mix of experience in financial management, accounting, budgeting, cost estimating, strategic planning and execution, and other related areas.

2. **Accounting Specialist III**

   **Functional Responsibilities:** Accounting Specialist III interfaces with the client on a day-to-day basis, directs the completion of project specific tasks within estimated time frames and budget constraints, manages the day-to-day activities of the project team, and reviews work products for quality, completeness, and adherence to applicable regulations and customer requirements. This position ensures the project team’s conformance with work standards, and coordinates work effort with involved parties to ensure problem resolution and client satisfaction. The Accounting Specialist III possesses in-depth knowledge of Federal financial and accounting policies, processes, and standards. Must possess experience in working with multi-year/no- year appropriations and differing appropriations and understand budgetary and proprietary accounting principles and also delivers presentations and leads client meetings.  

   **Minimum Educational/Degree Requirements:** Bachelor’s degree in business, accounting, finance or other discipline relevant to management of large, complex accounting programs and projects.  

   **Minimum Years of Experience:** Seven (7) years of progressively responsible experience in leading engagements, demonstrated ability to manage an accounting project and to provide guidance and direction for specific projects or sub-tasks, and increasing responsibility in design, implementation, and management of projects of extensive responsible experience in accounting, budgeting, management analysis, or other financial management areas.
3. **Accounting Specialist II**

**Functional Responsibilities:** Accounting Specialist II provides technical knowledge in their area of expertise, works individually and on teams to support the completion of project specific tasks within estimated time frames and budget constraints and interfaces with the client on a day-to-day basis. In addition, an Accounting Specialist II applies their specific expertise to the practical issues they identify or those presented by the client. They also help to formulate solutions, prepare reports, studies, and documentation, and support presentations and client meetings, and keep a record of those actions to track workload and forecast for future resourcing. They also have knowledge of Federal financial, acquisition, and accounting policies, processes, and standards, and are experienced in working with multi-year/no-year appropriations and differing appropriations and understanding of budgetary and proprietary accounting principles.

**Minimum Educational/Degree Requirements:** Bachelor’s degree in business, accounting, finance or other discipline relevant to management of large, complex programs.

**Minimum Years of Experience:** Five (5) years of progressively responsible experience in performing and participating in accounting-type engagements, specific experience in one or more key project areas, demonstrated ability to provide guidance and direction for specific projects or sub-tasks, and increasing responsibility in design, implementation, and management of type projects of progressively more responsible experience in accounting, budgeting, analysis and other financial management areas. Prepares milestone status reports and presentations for colleagues, subordinates, and end user representatives. Is familiar with activity-based costing, business case analysis, and outsourcing requirements.

4. **Cost Analyst, Sr.**

**Functional Responsibilities:** Cost Analyst Sr. possesses in-depth knowledge of Federal financial and accounting policies, processes, and standards and has senior-level mastery of the knowledge and skills associated with the complexities of Business Cost Estimating and Analysis. Performs analyses and estimates for a variety of programs and takes on management activities to ensure cost analysis is conducted properly. Ability to plan short- and long-term costing projects with high funding levels. Develops and manages cost accounting systems and standards and advises accordingly. Resolves complex issues with program leads and managers, identifies options and negotiates with internal and external stakeholders for implementation. Advises senior management on fiscal aspects of program management, ensures fiscal integrity, and supports integration of acquisition decisions.

**Minimum Educational/Degree Requirements:** Bachelor’s degree in Business, Contracts Administration/Management, Accounting, Finance or other relevant discipline.

**Minimum Years of Experience:** Seven (7) years’ experience in accountant firm or business office assisting with accounting/financial tasks.

5. **Financial Management Analyst IV**

**Functional Responsibilities:** Financial Management Analyst IV’s responsibilities include: planning and managing the work of financial and accounting project teams; designing financial processes and policies; managing improper payments and recovery efforts; working with client executives to review financial strategies and business objectives; communicating status of performance to client executives; and managing financial and business support functional responsibilities to support projects, including financial management of contract arrangements, resource planning and other general business administration functions that directly support the project. May lead teams of accounting, finance, budget and management analysts.

**Minimum Educational/Degree Requirements:** Bachelor's degree in Business, Accounting, Finance or other relevant discipline.

**Minimum Years of Experience:** Eight (8) years’ experience in accountant firm or business office assisting with accounting/financial tasks.

6. **Financial Management Analyst III**
**Functional Responsibilities:** Financial Management Analyst III’s responsibilities include: documenting business process flows for finance-related functions; testing internal controls; providing budgeting and accounting support; documenting requirements for financial management solutions; designing and testing functional components of financial management systems; developing project documentation according to program specifications; supporting recovery efforts; providing technical support to financial management improvement, and completing tasks related to budgeting, accounting, and financial management.

**Minimum Educational/Degree Requirements:** Bachelor's degree in Business, Accounting, Finance or other relevant discipline.

**Minimum Years of Experience:** Six (6) years’ experience in accountant firm or business office assisting with accounting/financial tasks.

7. **Financial Management Analyst II**

**Functional Responsibilities:** Financial Management Analyst II’s responsibilities include: documenting business process flows for finance-related functions; testing internal controls; providing budgeting and accounting support; documenting requirements for financial and business management solutions; designing and testing functional components of financial management systems; developing project documentation according to program specifications; supporting recovery efforts; providing technical support to financial management improvement, and completing tasks related to budgeting, accounting, and financial management.

**Minimum Educational/Degree Requirements:** Bachelor's degree in Business, Accounting, Finance or other relevant discipline.

**Minimum Years of Experience:** Five (5) years’ experience in accountant firm or business office assisting with accounting/financial tasks.

8. **Senior Financial Analyst**

**Functional Responsibilities:** Senior Financial Analyst has experience in Federal Government budget formulation and execution processes at the agency, department, or higher level. Strong analytical skills and the ability to recognize and comprehend complex issues, policies and regulatory requirements.

**Minimum Educational/Degree Requirements:** Bachelor's degree in Business, Accounting, Finance or other relevant discipline.

**Minimum Years of Experience:** Five (5) years’ experience in accountant firm or business office assisting with accounting/financial tasks.

9. **Financial Subject Matter Expert (SME)**

**Functional Responsibilities:** Financial SME has expertise in the Federal Accounting Standards Advisory Board, Federal financial rules, and best practices in commercial accounting, budgeting, or financial management processes. Works with clients to help maintain high standard of financial accountability; monitors and assesses achievement of strategic, financial and operational benefits; ensures planned business outcomes are achieved and helps adjust programs if necessary; provides guidance to project teams analyzing client data; develops plans to improve financial processes and operations; assesses use of technology to improve financial management operations; works with client executives to review financial strategies and business objectives; and, communicates status of project performance to client executives. May lead teams of accounting, finance, budget and management analysts.

**Minimum Educational/Degree Requirements:** Bachelor's degree in Business, Accounting, Finance or other relevant discipline.

**Minimum Years of Experience:** Ten (10) years’ experience in accountant firm or business office assisting with accounting/financial tasks.

**Substitution Methodology:** Due to the availability or limitation of education, occasionally substitution of experience as referenced below for a professional labor type with additional years of experience will be provided

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Page 22 of 25
to the Federal Agency when responding to their IT requirements and it is solely the acquiring agency’s determination, if the substitution is considered acceptable prior to an award.

<table>
<thead>
<tr>
<th>Degree Level</th>
<th>Work Experience Substitution</th>
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<th>Work Experience Substitution</th>
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<tbody>
<tr>
<td>Bachelor’s Degree</td>
<td>6 years’ work experience may be substituted for Bachelor’s Degree</td>
<td>Associate’s Degree</td>
<td>4 years’ work experience may be substituted for Bachelor’s Degree</td>
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<tr>
<td>Master’s Degree</td>
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<td>Bachelor’s Degree</td>
<td>8 years’ work experience may be substituted for Master’s Degree</td>
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<tr>
<td>Doctorate’s Degree</td>
<td>20 years’ work experience may be substituted for Doctorate’s Degree</td>
<td>Bachelor’s Degree</td>
<td>16 years’ work experience, or a Master’s Degree plus 8 years’ work experience may be substituted for Doctorate’s Degree</td>
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### SIN 54151HACS GSA LABOR CATEGORY RATES

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<tbody>
<tr>
<td>1 Mid-Level Vulnerability Assessment Analyst and Penetration Tester</td>
<td>$161.98</td>
<td>$165.22</td>
<td>$168.53</td>
<td>$171.90</td>
</tr>
<tr>
<td>2 Senior Vulnerability Assessment Analyst and Penetration Tester</td>
<td>$190.65</td>
<td>$194.46</td>
<td>$198.35</td>
<td>$202.32</td>
</tr>
<tr>
<td>3 Mid-Level Cyber Threat Hunter</td>
<td>$161.98</td>
<td>$165.22</td>
<td>$168.53</td>
<td>$171.90</td>
</tr>
<tr>
<td>4 Senior Cyber Threat Hunter</td>
<td>$190.65</td>
<td>$194.46</td>
<td>$198.35</td>
<td>$202.32</td>
</tr>
<tr>
<td>5 Mid-Level Security Operations Center (SOC) Analyst</td>
<td>$156.01</td>
<td>$159.13</td>
<td>$162.31</td>
<td>$165.56</td>
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<tr>
<td>6 Senior Security Operations Center (SOC) Analyst / Intrusion Detection &amp; Prevention Analyst</td>
<td>$175.76</td>
<td>$179.27</td>
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<td>7 Mid-Level Risk and Vulnerability Threat Analyst</td>
<td>$161.98</td>
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<tr>
<td>8 Senior Risk and Vulnerability Threat Analyst</td>
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<tr>
<td>9 Mid-Level Cyber Security Engineer</td>
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<td>$165.22</td>
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<td>$171.90</td>
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<tr>
<td>10 Senior Cyber Security Engineer</td>
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<td>$194.46</td>
<td>$198.35</td>
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### SIN 54151S GSA LABOR CATEGORY RATES (ON-SITE AND OFF-SITE)

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<td>1 Senior Software Engineer</td>
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<td>$149.98</td>
<td>$152.98</td>
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<tr>
<td>2 Mid-Level Software Engineer</td>
<td>$129.34</td>
<td>$131.93</td>
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<td>3 Senior Information Technology Program Manager</td>
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<td>4 Information Technology Project Manager</td>
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<td>5 Information Technology Subject Matter Expert (SME)</td>
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<td>$174.45</td>
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<td>7 Computer Security Incident Response Team (CSIRT) Analyst</td>
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<td>8 Information Technology (IT) Digital Media Analyst (DMA)</td>
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<td>19 Multimedia Specialist</td>
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<td>21 IT User Experience Specialist</td>
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<td>22 Web Designer/Developer</td>
<td>$121.17</td>
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## SIN 541611 AND 541219 GSA LABOR CATEGORY RATES

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<thead>
<tr>
<th>SIN</th>
<th>GSA Labor Category</th>
<th>GSA Hourly Rate w/IFF (On-Site and Off-Site) (8/12/2020-8/11/2021)</th>
<th>GSA Hourly Rate w/IFF (On-Site and Off-Site) (8/12/2021-8/11/2022)</th>
<th>GSA Hourly Rate w/IFF (On-Site and Off-Site) (8/12/2022-8/11/2023)</th>
<th>GSA Hourly Rate w/IFF (On-Site and Off-Site) (8/12/2023-8/11/2024)</th>
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<tr>
<td>541219</td>
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