SPECIAL ITEM NUMBER 132-51 - INFORMATION TECHNOLOGY (IT) PROFESSIONAL SERVICES

<table>
<thead>
<tr>
<th>FPDS Code</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>D301</td>
<td>IT Facility Operation and Maintenance</td>
</tr>
<tr>
<td>D302</td>
<td>IT Systems Development Services</td>
</tr>
<tr>
<td>D306</td>
<td>IT Systems Analysis Services</td>
</tr>
<tr>
<td>D307</td>
<td>Automated Information Systems Design and Integration Services</td>
</tr>
<tr>
<td>D308</td>
<td>Programming Services</td>
</tr>
<tr>
<td>D310</td>
<td>IT Backup and Security Services</td>
</tr>
<tr>
<td>D311</td>
<td>IT Data Conversion Services</td>
</tr>
<tr>
<td>D313</td>
<td>Computer Aided Design/Computer Aided Manufacturing (CAD/CAM) Services</td>
</tr>
<tr>
<td>D316</td>
<td>IT Network Management Services</td>
</tr>
<tr>
<td>D317</td>
<td>Creation/Retrieval of IT Related Automated News Services, Data Services, or Other Information Services (All other information services belong under Schedule 76)</td>
</tr>
<tr>
<td>D399</td>
<td>Other Information Technology Services, Not Elsewhere Classified</td>
</tr>
</tbody>
</table>

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

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

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

**KYM Advisors, Inc.**

1801 Old Reston Ave. Suite 302  
Reston, VA 20190  
(P) 571-510-0930  
(F) 571-733-9893  
www.kymadvisors.com  
Contact: Vijay Mehra, vijay.mehra@kymadvisors.com

Contract Number: _47QTC20D003M_  
Schedule Title: Multiple Award Schedule  
Federal Supply Group: MAS  
Pricelist current through Modification #_A821_, dated _06/15/2020_. 
Products and ordering information in this Authorized Information Technology Schedule Pricelist are also available on the GSA Advantage! System (http://www.gsaadvantage.gov).

CUSTOMER INFORMATION:

1. **Awarded Special Item Number(s):**

<table>
<thead>
<tr>
<th>SIN</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>132-51</td>
<td>Professional Information Technology Services</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: See page 8.

1c. Descriptions of all corresponding commercial job titles with experience, functional responsibility and education are provided beginning on page 9.

2. **Maximum Order:** $1,000,000

3. **Minimum Order:** $100

4. **Geographic Coverage:** Worldwide

5. **Point of Production:** N/A

6. **Prices Shown Herein are Net** (discount deducted)

7. **Quantity Discount:** None

8. **Prompt Payment Terms:** Net 30

9. **Government Purchase Cards** Will accept above the micro-purchase threshold.

10. **Foreign Items:** None

11. **Time of Delivery:** KYM Advisors, Inc. will adhere to the delivery schedule as specified by the agency’s purchase order.

11b. **Expedited Delivery:** Consult with Contractor

11c. **Overnight/2-Day Delivery:** Consult with Contractor

11d. **Urgent Requirements:** Consult with Contractor

12. **FOB Point:** Destination
13. **Ordering Address:** KYM Advisors, Inc.
    ATTN: Vijay Mehra
    1801 Old Reston Ave. Suite 302
    Reston, VA 20190
    (P) 571-510-0930 (F) 571-733-9893

14. **Payment Address:** KYM Advisors, Inc.
    ATTN: Vijay Mehra
    1801 Old Reston Ave. Suite 302
    Reston, VA 20190
    (P) 571-510-0930 (F) 571-733-9893

15. **Warranty Provisions:** Contractor’s Standard Warranty

16. **Export Packing charges:** Not applicable

17. **Terms and conditions of Government Purchase Card Acceptance:** Please contact KYM Advisors, Inc. for terms and conditions of Government Purchase Card acceptance.

18. **Terms and conditions of rental, maintenance, and repair:** Not applicable

19. **Terms and conditions of installation:** Not applicable

20. **Terms and conditions of repair parts:** Not applicable

20a. **Terms and conditions for any other services:** Not applicable

21. **List of service and distribution points:** Not applicable

22. **List of participating dealers:** Not applicable

23. **Preventive maintenance:** Not applicable

24a. **Environmental attributes**, e.g., recycled content, energy efficiency, and/or reduced pollutants: Not applicable

24b. Contact KYM Advisors, Inc. for Section 508 compliance information. The EIT standards can be found at: http://www.section508.gov

25. **DUNS Number:** 078587956

26. KYM Advisors, Inc. is registered in the System for Award Management (SAM) database.
1. SCOPE
   a. The prices, terms and conditions stated under Special Item Number 132-51 Information Technology Professional Services apply exclusively to IT Services within the scope of this Information Technology Schedule.
   b. The Contractor shall provide services at the Contractor’s facility and/or at the ordering activity location, as agreed to by the Contractor and the ordering activity.

2. PERFORMANCE INCENTIVES
   a. Performance incentives may be agreed upon between the Contractor and the ordering activity on individual fixed price orders or Blanket Purchase Agreements under this contract in accordance with this clause.
   b. The ordering activity must establish a maximum performance incentive price for these services and/or total solutions on individual orders or Blanket Purchase Agreements.
   c. Incentives should be designed to relate results achieved by the contractor to specified targets. To the maximum extent practicable, ordering activities shall consider establishing incentives where performance is critical to the ordering activity’s mission and incentives are likely to motivate the contractor. Incentives shall be based on objectively measurable tasks.

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

4. PERFORMANCE OF SERVICES
   a. The Contractor shall commence performance of services on the date agreed to by the Contractor and the ordering activity.
   b. The Contractor agrees to render services only during normal working hours, unless otherwise agreed to by the Contractor and the ordering activity.
   c. The ordering activity should include the criteria for satisfactory completion for each task in the Statement of Work or Delivery Order. Services shall be completed in a good and workmanlike manner.
d. Any Contractor travel required in the performance of IT Services must comply with the Federal Travel Regulation or Joint Travel Regulations, as applicable, in effect on the date(s) the travel is performed. Established Federal Government per diem rates will apply to all Contractor travel. Contractors cannot use GSA city pair contracts.

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

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

(1) Cancel the stop-work order; or

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

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

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

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

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

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

6. INSPECTION OF SERVICES

The Inspection of Services—Fixed Price (AUG 1996) (Deviation – May 2003) clause at FAR 52.246-4 applies to firm-fixed price orders placed under this contract. The Inspection—Time-and-Materials and Labor-Hour (JAN 1986) (Deviation – May 2003) clause at FAR 52.246-6 applies to time-and-materials and labor-hour orders placed under this contract.

7. RESPONSIBILITIES OF THE CONTRACTOR
The Contractor shall comply with all laws, ordinances, and regulations (Federal, State, City, or otherwise) covering work of this character. If the end product of a task order is software, then FAR 52.227-14 (Deviation – May 2003) Rights in Data – General, may apply.

8. RESPONSIBILITIES OF THE ORDERING ACTIVITY

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

9. INDEPENDENT CONTRACTOR

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

10. ORGANIZATIONAL CONFLICTS OF INTEREST

a. Definitions.

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

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

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

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

11. INVOICES

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

12. PAYMENTS
For firm-fixed price orders the ordering activity shall pay the Contractor, upon submission of proper invoices or vouchers, the prices stipulated in this contract for service rendered and accepted. Progress payments shall be made only when authorized by the order. For time-and-materials orders, the Payments under Time-and-Materials and Labor-Hour Contracts at FAR 52.212-4 (MAR 2009) (ALTERNATE I – OCT 2008) (DEVIATION I – FEB 2007) applies to time-and-materials orders placed under this contract. For labor-hour orders, the Payment under Time-and-Materials and Labor-Hour Contracts at FAR 52.212-4 (MAR 2009) (ALTERNATE I – OCT 2008) (DEVIATION I – FEB 2007) applies to labor-hour orders placed under this contract. 52.216-31(Feb 2007) Time-and-Materials/Labor-Hour Proposal Requirements—Commercial Item Acquisition As prescribed in 16.601(e)(3), insert the following provision:

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

13. RESUMES

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

14. INCIDENTAL SUPPORT COSTS

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

15. APPROVAL OF SUBCONTRACTS

The ordering activity may require that the Contractor receive, from the ordering activity's Contracting Officer, written consent before placing any subcontract for furnishing any of the work called for in a task order
<table>
<thead>
<tr>
<th>Labor Category</th>
<th>Year 1</th>
<th>Year 2</th>
<th>Year 3</th>
<th>Year 4</th>
<th>Year 5</th>
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<tbody>
<tr>
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<td>$166.45</td>
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<td>$157.81</td>
<td>$162.07</td>
<td>$166.45</td>
</tr>
<tr>
<td>Technical Architect/Engineer III</td>
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<td>$182.35</td>
<td>$187.27</td>
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<td>$197.52</td>
</tr>
</tbody>
</table>
Labor Category Descriptions

**Analyst I**

**Functional Responsibility:** The Analyst I supports implementation of Information Technology (IT) solutions that meet IT performance requirements and mission and user needs. Supports other System Engineers in the development of large-complex systems. They may perform testing, debugging, refinement, and integration of the systems.

**Minimum Experience:** 1 year

**Minimum Education:** Associate’s

**Analyst II**

**Functional Responsibility:** The Analyst II implements IT solutions that meet IT performance requirements and mission and user needs. Leads other System Engineers in the development of large-complex systems. They apply system engineering methodologies and tools to the development and integration of IT systems. They may perform testing, debugging, refinement, and integration of the system.

**Minimum Experience:** 3 years

**Minimum Education** Associate’s

**Analyst III**

**Functional Responsibility:** The Analyst III applies systems engineering methods and best practices to develop requirements for, design, develop, and/or operate IT systems. They implement IT solutions that meet IT performance requirements and mission and user needs. They support other System Engineers in the development of large-complex systems. They apply system engineering methodologies and tools to the development and integration of IT systems. They may perform testing, debugging, refinement, and integration of the system.

**Minimum Experience:** 6 years

**Minimum Education:** Bachelor’s

**Data Architect/Engineer II**

**Functional Responsibility:** The Data Architect/Engineer II supports activities like data acquisitions, archive recovery, and implementation of databases. Works in a data warehouse environment, which includes data design, database architecture, metadata, and repository creation. Translates business needs into long-term architecture solutions. Defines, designs, and builds databases. Develops data warehousing blueprints, evaluating hardware and software platforms, and integrating systems. Evaluates reusability of current data for additional analyses. Reviews object and data models and the metadata repository to structure the data for better management and quicker access.

**Minimum General Experience:** 5 years

**Minimum Education:** Bachelor’s
**Data Architect/Engineer III**

**Functional Responsibility:** The Data Architect/Engineer III develops strategies for data acquisitions, archive recovery, and implementation of a database. Works in a data warehouse environment, which includes data design, database architecture, metadata, and repository creation. Translates business needs into long-term architecture solutions. Defines, designs, and builds databases. Lead developments of data warehousing blueprints, evaluating hardware and software platforms, and integrating systems. Evaluates reusability of current data for additional analyses. Reviews object and data models and the metadata repository to structure the data for better management and quicker access.

**Minimum Experience:** 8 years

**Minimum Education:** Bachelor’s

**Data Scientist II**

**Functional Responsibility:** The Data Scientist II supports the design and development of complex machine learning, statistical analysis, and data analysis tasks or multiple projects of varying complexity. Responsibilities include interpretation of data; identifying features and model variables; and assessing the quality of model outputs, identifying alternatives and remediations, as needed. Supports model bake-off and model comparison efforts. Develops visualizations, infographics, and charts to communicate model results and data science-derived findings. Contributes to, and leads, data science and machine learning Research and Development (R&D) efforts.

**Minimum Experience:** 8 years

**Minimum Education** Bachelor’s

**Data Scientist III**

**Functional Responsibility:** The Data Scientists leads and/or designs complex machine learning, statistical analysis, and data analysis tasks or multiple projects of varying complexity. Leads the interpretation of data; identifies features and model variables; and assesses the quality of model outputs, identifying alternatives and remediations, as needed. Leads model bake-off and model comparison efforts. Develops visualizations, infographics, and charts to communicate model results and data science-derived findings. Contributes to and leads data science and machine learning R&D efforts.

**Minimum Experience:** 10 years

**Minimum Education:** Bachelor’s
**Project Manager I**

**Functional Responsibility:** The Project Manager (PM) I leads or supports the planning and managing the full lifecycle of IT programs. They plan programs including schedule/milestones, identify, assign, and manage resources, identify and mitigate program and technical risk, manage issues, and deliver high quality systems on time and within budget. They manage Requirements Analysts, Systems Engineers, Technology Subject Matter Experts (SMEs), and Systems Administrators throughout the program lifecycle.

Minimum Experience: 4 years

Minimum Education: Bachelor’s

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**Project Manager II**

**Functional Responsibility:** The PM II has significant experience in planning and managing the full lifecycle of IT programs. They plan programs including schedule/milestones, identify, assign, and manage resources, identify and mitigate program and technical risk, manage issues, and deliver high quality systems on time and within budget. They manage Requirements Analysts, Systems Engineers, Technology SMEs, and Systems Administrators throughout the program lifecycle. They work closely with Government Program Managers and technology leaders to identify mission, user, and system needs and trace these through the lifecycle to verify that the needs and requirements are met by technology solutions.

Minimum Experience: 8 years

Minimum Education: Bachelor’s

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**Project Manager III**

**Functional Responsibility:** The PM III is responsible for leading the planning and managing the full lifecycle of IT programs. They plan programs including schedule/milestones, identify, assign, and manage resources, identify and mitigate program and technical risk, manage issues, and deliver high quality systems on time and within budget. They work closely with Government Program Managers and technology leaders to identify mission, user, and system needs and trace these through the lifecycle to verify that the needs and requirements are met by technology solutions.

Minimum Experience: 12 years

Minimum Education: Bachelor’s

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**Subject Matter Expert II**

**Functional Responsibility:** The SME II are experienced leaders that have specialized experience in the latest technologies and supervise and/or consult with Systems Engineers, Application Developers, and System Administrators to design and deploy solutions that meet documented user requirements. Technology SMEs have direct experience with the specialized technologies used in IT; they identify and develop mitigation plans to overcome risks associated with specialized technology implementations.

Minimum Experience: 8 years

Minimum Education: Bachelor’s
Subject Matter Expert III

Functional Responsibility: The SME IIIs are thought leaders with significant experience in developing and deploying mission-critical IT systems. They have specialized experience in the latest technologies and supervise and/or consult with Systems Engineers, Application Developers, and System Administrators to design and deploy solutions that meet documented user requirements. Technology SMEs have direct experience with the specialized technologies used on in IT; they identify and develop mitigation plans to overcome risks associated with specialized technology implementations.

Minimum Experience: 12 years

Minimum Education: Bachelor’s

Systems Analyst I

Functional Responsibility: The Systems Analyst I supports IT programs, and applies industry-standard methods to define, develop, deliver, and operate IT systems to meet mission needs. Provides stakeholder analysis, and identifies innovative ways to deliver systems to meet user needs.

Minimum Experience: 3 years

Minimum Education: Bachelor’s

Systems Analyst II

Functional Responsibility: The Systems Analyst II leads and supports advanced IT programs, and applies industry-standard methods to define, develop, deliver, and operate IT systems to meet mission needs. Provides stakeholder analysis and identify innovative ways to deliver systems to meet user needs. Applies enterprise-wide disciplines for the planning, analysis, design, and construction of Information Systems. Uses analytical, engineering, and computational techniques, tools and methodologies for problem solving, solution development, Information Systems design, and programming.

Minimum Experience: 6 years

Minimum Education: Bachelor’s

Systems Analyst III

Functional Responsibility: The Systems Analyst III provides advanced consulting and IT analysis support on technology programs across all levels of the systems lifecycle. They provide advanced IT program support, and apply industry-standard methods to define, develop, deliver, and operate IT systems to meet mission needs. They provide stakeholder analysis and identify innovative ways to deliver systems to meet user needs. They have a background in applying enterprise-wide disciplines for the planning, analysis, design, and construction of Information Systems. They use analytical, engineering, and computational techniques, tools, and methodologies for problem solving, solution development, Information Systems design and programming.

Minimum Experience: 8 years

Minimum Education: Bachelor’s
**Technical Architect/Engineer II**

**Functional Responsibility:** The Technical Architect/Engineer II supports Software Development Lifecycle (SDLC) activities like architecture, design, developing, and operating systems following a formal Systems Engineering Lifecycle (SELC) process. Works closely with system users to identify requirements and design IT solutions to meet the needs. Applies formal testing methodologies to make sure that systems are tested against initial requirements. Integrates systems and identifies and mitigates risks in systems development. They integrate systems components and verify full operational capability.

**Minimum Experience:** 5 years

**Minimum Education:** Bachelor’s

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**Technical Architect/Engineer III**

**Functional Responsibility:** The Technical Architect/Engineer III leads Systems Development activities like architecture, design, developing, and operating systems following a formal SELC process. They work closely with system users to identify requirements and design IT solutions to meet the needs. They apply formal testing methodologies to make sure that systems are tested against initial requirements. They integrate systems and identify and mitigate risks in systems development. They integrate systems components and verify full operational capability of each system release prior to releasing it to production.

**Minimum Experience:** 8 years

**Minimum Education:** Bachelor’s

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**Experience & Degree Substitution Equivalencies**

Experience exceeding the minimum shown may be substituted for education. Likewise, education exceeding the minimum shown may be substituted for experience.

<table>
<thead>
<tr>
<th>Equivalent Degree</th>
<th>Experience</th>
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</thead>
<tbody>
<tr>
<td>High School</td>
<td>1 year of relevant experience</td>
</tr>
<tr>
<td>Associate’s</td>
<td>High School or equivalent plus 2 years relevant experience</td>
</tr>
<tr>
<td>Bachelor’s</td>
<td>Associate’s degree + 2 years relevant experience or 4 years relevant experience</td>
</tr>
<tr>
<td>Master’s</td>
<td>Bachelor’s plus 2 years relevant experience or Associate’s degree + 4 years relevant experience or 6 years relevant experience</td>
</tr>
<tr>
<td>PhD</td>
<td>Master’s + 2 years relevant experience, or Bachelor’s + 4 years relevant experience or Associate’s + 6 years relevant experience or 8 years relevant experience</td>
</tr>
</tbody>
</table>