



U.S. General Services Administration

General Services Administration

Federal Acquisition Service

Authorized Federal Supply Schedule FSS Price List

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Schedule Title: Multiple Award schedule (MAS)

FSC Group:

Large Category: Information Technology,

Subcategories: IT Professional Services

FSC Class(es) / Product Code(s):

FSC Code DA01 - IT and Telecom – Business Application/Application Development
Support Services (Labor)

Contract Number: 47QTCA22D00BF

Contract Period: **Base Year:** 07/29/2022 – 07/28/2027

OmniSolve Inc.

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Contract Administrator(s):

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Business Size: Woman-Owned Small Business (WOSB)

For more information on ordering from Federal Supply Schedules click on FSS Schedules at GSA.gov.

Customer Information

1a. Table of awarded special item number(s) with appropriate cross-reference to item descriptions and awarded price(s).

SIN	SIN Title
54151S	Information Technology Professional Services
OLM	Order Level Materials

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.

The content below provides a description of a corresponding commercial job title (labor category), functional responsibility, and experience and education requirements for those types of employees or subcontractors who will perform services. A table follows that provides proposed hourly rates for each labor category. Section 1.2 explains the Education Substitution table providing substitution clauses on education and experience levels.

Program Manager II

Minimum / General Experience: Minimum of 10 years of specialized experience which applies to systems development life cycle project planning, management, and control. Requires competence in all phases of systems development life cycle and project management concepts and methods.

Functional Responsibility: Responsible for the full life cycle development of applications including complex deployments requiring multi-cross functional team management. Exercises analytical techniques when gathering information from users, defining work problems, and developing procedures to resolve the problems. Provides support for structured analysis techniques. Manages large teams in cross project integration support, quality assurance services, implementation, and deployment. Provides management oversight of team members, scope of project, risk management, and issues management. Attends formal reviews of teamwork products to ensure completeness and correctness. Develops, manages, and maintains project plan, project scope, risk assessment, and budget.

Minimum Education: Refer to E11 on Table titled “Education and Experience Substitutions”

Program Manager I

Minimum / General Experience: Minimum of 9 years of specialized experience which applies to systems development life cycle project planning, management, and control. Requires competence in all phases of systems development life cycle and project management concepts and methods.

Functional Responsibility: Responsible for the full life cycle development of applications including deployments requiring multi-cross functional team management. Exercises analytical techniques when gathering information from users, defining work problems, and developing procedures to resolve the problems. Provides support for structured analysis techniques. Manages small to midsize teams in project integration support, quality assurance services, implementation, and deployment. Provides management oversight of team members, scope of project, risk management, and issues management. Attends formal reviews of teamwork products to ensure completeness and correctness. Develops, manages, and maintains project plan, project scope, risk assessment, and budget.

Minimum Education: Refer to E10 on Table titled “Education and Experience Substitutions”

Project Manager II

Minimum / General Experience: Minimum of 8 years of specialized experience which applies to systems development life cycle project planning, management, and control. Requires competence in all phases of systems development life cycle and project management concepts and methods.

Functional Responsibility: Responsible for the full life cycle development of applications including complex deployments requiring multi-cross functional team management. Exercises analytical techniques when gathering information from users, defining work problems, and developing procedures to resolve the problems. Provides support for structured analysis techniques. Leads teams in cross project integration support, quality assurance services, implementation, and deployment. Provides day to day management and oversight of team members, scope of project, risk management, and issues tracking. Attends formal reviews of teamwork products to ensure completeness and correctness. Schedules and ensures completion of structured walkthrough of deliverables. Develops, manages, and maintains project plan, project scope, risk assessment, and budget.

Minimum Education: Refer to E9 on Table titled “Education and Experience Substitutions”

Project Manager I

Minimum / General Experience: Minimum of 6 years of specialized experience which applies to systems development life cycle project planning, management, and control. Requires competence in all phases of systems development life cycle and project management concepts and methods.

Functional Responsibility: Responsible for the full life cycle development of applications. Exercises analytical techniques when gathering information from users, defining work problems, and developing procedures to resolve the problems. Provides support for structured analysis techniques. Participates in cross project integration support and quality assurance services. Provides day to day management and oversight of team members and scope of project. Attends formal reviews of team work products for completeness and correctness. Schedules and ensures completion of structured walkthrough of deliverables. Develops, manages, and maintains project plan, project scope, risk assessment, and budget.

Minimum Education: Refer to E8 on Table titled “Education and Experience Substitutions”

Associated Project Manager

Minimum / General Experience: Minimum of 4 years of specialized experience which applies to systems development life cycle project planning, management, and control. Requires competence in all phases of systems development life cycle and project management concepts and methods.

Functional Responsibility: Responsible for the full life cycle development of applications. Exercises analytical techniques when gathering information from users, defining work problems, and developing procedures to resolve the problems. Provides support for structured analysis techniques. Participates in cross project integration support and quality assurance reviews. Provides oversight of team members, scope of project, and project status. Attends formal reviews of team work products for completeness and correctness. Schedules and ensures completion of structured walkthrough of deliverables. Develops, manages, and maintains project plan, project scope, risk assessment, and budget

Minimum Education: Refer to E7 on Table titled “Education and Experience Substitutions”

Technical Project Manager II

Minimum / General Experience: Minimum of 8 years of specialized experience which applies to systems development life cycle project planning, management, and control. Requires competence in all phases of systems development life cycle and project management concepts and methods.

Functional Responsibility: Responsible for the full life cycle development of applications and providing technical expertise and assistance to analysts, architects and developers. Responsibilities include overseeing complex deployments requiring multi-cross functional team management. Exercises analytical techniques when gathering information from users, defining work problems, and developing procedures to resolve the problems. Provides support for structured analysis techniques. Leads teams in cross project integration support, quality assurance services, implementation, and deployment. Provides day to day management and oversight of team members, scope of project, risk management, and issues tracking. Attends formal reviews of team work products to ensure completeness and correctness. Schedules and ensures completion of structured walkthrough of deliverables. Develops, manages, and maintains project plan, project scope, risk assessment, and budget.

Minimum Education: Refer to E9 on Table titled “Education and Experience Substitutions”

Technical Project Manager I

Minimum / General Experience: Minimum of 6 years of specialized experience which applies to systems development life cycle project planning, management, and control. Requires competence in all phases of systems development life cycle and project management concepts and methods.

Functional Responsibility: Responsible for the full life cycle development of applications and providing technical expertise and assistance to analysts, architects, and developers. Exercises analytical techniques when gathering information from users, defining work problems, and developing procedures to resolve the problems. Provides support for structured analysis techniques. Participates in cross project integration support and quality assurance services. Provides day to day management and oversight of team members and scope of project. Attends formal reviews of team work products for completeness and correctness. Schedules and ensures completion of structured walkthrough of deliverables. Develops, manages, and maintains project plan, project scope, risk assessment, and budget.

Minimum Education: Refer to E8 on Table titled “Education and Experience Substitutions”

Associated Technical Project Manager

Minimum / General Experience: Minimum of 4 years of specialized experience which applies to systems development life cycle project planning, management, and control. Requires competence in all phases of systems development life cycle and project management concepts and methods.

Functional Responsibility: Responsible for the full life cycle development of applications and providing technical expertise and assistance to analysts, architects and developers. Exercises analytical techniques when gathering information from users, defining work problems, and developing procedures to resolve the problems. Provides support for structured analysis techniques. Participates in cross project integration support and quality assurance reviews. Provides oversight of team members, scope of project, and project status. Attends formal reviews of team work products for completeness and correctness. Schedules and ensures completion of structured walkthrough of deliverables. Develops, manages, and maintains project plan, project scope, risk assessment, and budget.

Minimum Education: Refer to E7 on Table titled “Education and Experience Substitutions”

Enterprise Architect

Minimum / General Experience: Minimum of 9 years of specialized experience which applies to full understanding of the systems development life cycle and technical and application architecture and design.

Functional Responsibility: Primarily responsible for the translation of business requirements and analysis information into enterprise architecture, technical system designs and the development and deployment of effective application systems based on those technical designs. Develops technical work products and provides technical leadership in enterprise architecture including business, data, application, and technology architectures as well as security and network/infrastructure architectures. Also provides technical leadership in full life cycle system development, system conversion, implementation support, system integration services. Provides support for structured development techniques. May create, modify, and maintain computer software programs. Schedules reviews of work products with the development team and addresses the consistency, maintainability, and reliability of the applications being development.

Minimum Education: Refer to E10 on Table titled “Education and Experience Substitutions”

Sr. Architect

Minimum / General Experience: Minimum of 6 years of specialized experience which applies to full understanding of the systems development life cycle and technical and application architecture and design.

Functional Responsibility: Primarily responsible for the translation of business requirements and analysis information into technical system designs and the development and deployment of effective application systems based on those technical designs. Develops technical work products and provides technical leadership in full life cycle system development, system conversion, and implementation support and system integration services. Provides support for structured development techniques. May create, modify, and maintain computer software programs. Schedules reviews of work products with the development team and addresses the consistency, maintainability, and reliability of the applications being development.

Minimum Education: Refer to E8 on Table titled “Education and Experience Substitutions”

Architect

Minimum / General Experience: Minimum of 4 years of specialized experience which applies to full understanding of the systems development life cycle and technical and application architecture and design.

Functional Responsibility: Primarily responsible for the translation of business requirements and analysis information into technical system designs and the development and deployment of effective application systems based on those technical designs. Develops technical work products and provides technical support in full life cycle system development, system conversion, and implementation support and system integration services. Provides input on structured development techniques. May create, modify, and maintain computer software programs. Schedules joint reviews of work products with the development team and addresses the consistency, maintainability, and reliability of the applications being development.

Minimum Education: Refer to E7 on Table titled “Education and Experience Substitutions”

Software Engineer IV

Minimum / General Experience: Minimum of 8 years specialized experience which applies to systems analysis and design techniques for moderately complex computer systems.

Functional Responsibility: Primarily responsible for the translation of business requirements and analysis information into a technical system design and the development and deployment of effective application systems based on those technical designs. Develops technical work products and provides support in full life cycle system development, system conversion, and implementation support and system integration services. Provides support for structured development techniques. Creates modifies and maintains computer software programs. Provides installation configuration support and quality assurance services. Reviews other team members' development work products for completeness and correctness. Reviews may be in the form of peer walkthroughs or individual quality assurance reviews. Contributes task estimates to the development effort on the project plan. May formulate development and design standards for the project and be a mentor to other development staff. Proficient in database design, queries, and tuning as well as application software design. Proficient in data, security, application, and infrastructure architecture and can provide support to the architecture team.

Minimum Education: Refer to E9 on Table titled “Education and Experience Substitutions”

Software Engineer III

Minimum / General Experience: Minimum of 4 years specialized experience which applies to systems analysis and design techniques for moderately complex computer systems.

Functional Responsibility: Primarily responsible for the translation of business requirements and analysis information into a technical system design and the development and deployment of effective application systems based on those technical designs. Develops technical work products and provides support in full life cycle system development, system conversion, implementation support and system integration services. Provides support for structured development techniques. Creates modifies and maintains computer software programs. Provides installation configuration support and quality assurance services. Reviews other team members' development work products for completeness and correctness. Reviews may be in the form of peer walkthroughs or individual quality assurance reviews. Contributes task estimates to the development effort on the project plan. May formulate development and design standards for the project and be a mentor to other development staff. Proficient in database design, queries, and tuning as well as application software design.

Minimum Education: Refer to E7 on Table titled “Education and Experience Substitutions”

Software Engineer I

Minimum / General Experience: Minimum of 1 years specialized experience which applies to systems analysis and design techniques for moderately complex computer systems.

Functional Responsibility: Primarily responsible for the translation of business requirements and analysis information into a technical system design and the development and deployment of effective application systems based on those technical designs. Develops technical work products and provides support in full life cycle system development, system conversion, and implementation support and system integration services. Provides support for structured development techniques. Creates modifies and maintains computer software programs. Provides installation configuration support and quality assurance services. Reviews other team members' development work products for completeness and correctness. Reviews may be in the form of peer walkthroughs or individual quality assurance reviews. May contribute task estimates to the development effort on the project plan.

Minimum Education: Refer to E5 on Table titled “Education and Experience Substitutions”

Web Designer IV

Minimum / General Experience: Minimum of 8 years specialized experience which applies to systems analysis and web design techniques for moderately complex web-based systems.

Functional Responsibility: Primarily responsible for the translation of business requirements and analysis information into a web system design and the development and deployment of effective web application systems based on those technical designs. Develops technical work products and provides support in full life cycle system development. Reviews other team members' development work products for completeness and correctness. Reviews may be in the form of peer walkthroughs or individual quality assurance reviews. Contributes task estimates to the development effort on the project plan. May formulate development and design standards for the project and be a mentor to other development staff. Proficient in database design, queries, and tuning as well as application software design. Proficient in data, security, application, and infrastructure architecture and can provide support to the architecture team. Development responsibilities can include designing and building web sites; designing and developing user interface features, site animation, and special effects elements; and integrating web and non-web applications. Contributes to the design group's efforts to enhance the look and feel of the organization's on-line offerings.

Minimum Education: Refer to E9 on Table titled “Education and Experience Substitutions”

Web Designer I

Minimum / General Experience: Requires no previous experience other than college degree. Company offered training courses may be completed.

Functional Responsibility: Designs and builds web sites using a variety of graphics software applications, techniques, and tools. Designs and develops user interface features, site animation, and special effects elements. Contributes to the design group's efforts to enhance the look and feel of the organization's on-line offerings. Designs the website to support the organization's strategies and goals relative to external communications. Designs, develops, troubleshoots, debugs, and implements software code (such as HTML, XML, and Javascript) for components of the website. Works with graphic designers and other members of a project team to develop the site concept, interface design, and architecture of the

website. Responsible for interface implementation. Requires strong navigation and site design instincts. Includes graphic design.

Minimum Education: Refer to E4 on Table titled “Education and Experience Substitutions”

Report Developer

Minimum / General Experience: Minimum of 2 years specialized experience which applies to report analysis and design techniques for moderately complex reporting applications.

Functional Responsibility: Primary responsible for the translation of business requirements and analysis information into a technical system design and the development and deployment of reports based on those technical designs. Develops technical work products and provides support in full life cycle system development, system conversion, and implementation support and system integration services. Provides support for structured development techniques. Creates modifies and maintains reports programs. Provides installation configuration support and quality assurance services. Reviews other team members' development work products for completeness and correctness. Reviews may be in the form of peer walkthroughs or individual quality assurance reviews. May contribute task estimates to the development effort on the project plan.

Minimum Education: Refer to E6 on Table titled “Education and Experience Substitutions”

Integration Tester III

Minimum / General Experience: Minimum of 8 years specialized experience which applies to quality principles and guidelines definition and assurance, testing phase management and execution, and production delivery.

Functional Responsibility: Develops the test plan and test cases ensuring coverage of the requirements of the application. Executes tests and documents results. Coordinates with the users and helps plan and manage the user acceptance testing effort. Plans for and executes the performance testing of the application. Establishes effective processes for defect tracking, configuration management, and release management. Communicates with the management team and the users the status of the testing effort. Helps work with the users and development team on prioritization of defects and workarounds that need to be addressed for those defects that are not critical and not yet able to be completed for initial release.

Minimum Education: Refer to E9 on Table titled “Education and Experience Substitutions”

Integration Tester II

Minimum / General Experience: Minimum of 6 years specialized experience which applies to quality principles and guidelines definition and assurance, testing phase management and execution, and production delivery.

Functional Responsibility: Develops the test plan and test cases ensuring coverage of the requirements of the application. Executes tests and documents results. Coordinates with the users and helps plan and manage the user acceptance testing effort. Communicates with the management team and the users the status of the testing effort. Helps work with the users and development team on prioritization of defects and workarounds that need to be addressed for those defects that are not critical and not yet able to be completed for initial release.

Minimum Education: Refer to E8 on Table titled “Education and Experience Substitutions”

Sr. Quality Assurance Analyst

Minimum / General Experience: Minimum of 4 years specialized experience which applies to quality best practices, principles and guidelines definition and assurance, requirements traceability, testing phase management and execution, and production delivery.

Functional Responsibility: Develops the test plan and test cases ensuring coverage of the requirements of the application. Executes tests and documents results. Coordinates with the users and helps plan and manage the user acceptance testing effort. Plans for and executes the performance testing of the application. Establishes effective processes for defect tracking, configuration management, and release management. Communicates with the management team and the users the status of the testing effort. Helps work with the users and development team on prioritization of defects and workarounds that need to be addressed for those defects that are not critical and not yet able to be completed for initial release.

Minimum Education: Refer to E7 on Table titled “Education and Experience Substitutions”

Quality Assurance Analyst

Minimum / General Experience: Minimum of 1 year of specialized experience which applies to good understanding of quality best practices, principles and guidelines, requirements traceability, and testing phase preparation and execution.

Functional Responsibility: Assists in the development of the test plan. Develops test cases ensuring coverage of the requirements of the application. Executes tests and documents test results. May assist in user acceptance testing and performance testing as required. Communicates with the management team on the results of the test effort. Tracks defects and their statuses and communicates priorities to the development team. Assists in establishing effective processes for defect tracking, configuration management, and release management.

Minimum Education: Refer to E5 on Table titled “Education and Experience Substitutions”

Jr. Quality Assurance Analyst

Minimum / General Experience: Requires no previous experience other than college degree. Company offered training courses may be completed.

Functional Responsibility: Assists in the development of the test plan. Supports test case development ensuring coverage of the requirements of the application. Executes simple tests and documents test results. May assist in user acceptance testing and performance testing as required. Tracks defects and their statuses and communicates priorities to the development team. Assists in establishing effective processes for defect tracking, configuration management, and release management.

Minimum Education: Refer to E4 on Table titled “Education and Experience Substitutions”

Documentation Specialist

Minimum / General Experience: Minimum of .5 year of specialized experience which includes training and applies to good documentation organization and content capture related to IT applications and training needs.

Functional Responsibility: Provides documentation on systems related to user training manuals, application documentation, helpdesk guides, operational manuals, installation instructions, help text, and other documentation required for the application. Ensures that the documentation matches the system specifications and is user-friendly for the general audience.

Minimum Education: Refer to E3 on Table titled “Education and Experience Substitutions”

Configuration Manager I

Minimum / General Experience: Minimum of .5 years specialized experience in configuration management

Functional Responsibility: Day to day duties of controlling and monitoring software packages and configurations; Coordination of release engineering; monitoring software product life cycle (documentation, procedures, deliverables)

Minimum Education: Refer to E3 on Table titled “Education and Experience Substitutions”

Domain Expert

Minimum / General Experience: Minimum of 10 years of specialized experience in a particular domain.

Functional Responsibility: Provides business knowledge, best practices, and expertise in a particular domain. Expertise can be broadly defined in the areas of industry.

Minimum Education: Refer to E11 on Table titled “Education and Experience Substitutions”

Business Process Engineer I

Minimum / General Experience: Minimum of 8 years of specialized experience which applies to solid understanding of business process, organizational change management, and capture, analytical and structured analysis techniques, business process documentation, and systems development life cycle.

Functional Responsibility: Applies process improvement and reengineering methodologies and principles to conduct process modernization projects. Duties include activity and data modeling. Responsible for effective transitioning of existing project teams and the accomplishment of project activities and objectives. Provides interviewing, training, and additional forms of knowledge transfer. Coordinates between multiple project teams to ensure enterprise-wide integration of reengineering efforts.

Minimum Education: Refer to E9 on Table titled “Education and Experience Substitutions”

Functional Subject Matter Expert

Minimum / General Experience: Minimum of 10 years of specialized experience which applies to solid understanding of business and systems requirements organization and capture, analytical and structured analysis techniques, business process documentation, change management, and systems development life cycle.

Functional Responsibility: Responsible for developing business strategic plans, business cases, business requirements, and business process documentation. Coordinates requirements and process changes across multiple cross

functional user groups. Provides guidance on end user training to ensure that it incorporates business process changes as well as requirements and is user friendly. Participates in reviews and/or documentation of end user training guides to ensure accuracy of business process changes and requirements. Coordinates and works closely with the business in evolving the requirements as the project progresses ensuring that as scope is finalized, to ensure end user preparedness. May document system requirements based on the business requirements identified. Reviews system development life cycle work products to ensure that the business requirements are accounted for. Provides alternatives and recommendations to issues as they are identified and works closely with the business to ensure speedy resolution. Brings to the customer industry knowledge and experience based on previous past performance.

Minimum Education: Refer to E11 on Table titled “Education and Experience Substitutions”

Sr. IT Functional Analyst

Minimum / General Experience: Minimum of 8 years of specialized experience which applies to solid understanding of functional and systems IT requirements organization and capture; analytical and structured analysis techniques; process documentation; change management; and systems development life cycle.

Functional Responsibility: Responsible for developing IT strategic plans, IT business cases, functional requirements, and process documentation related to application use such as workflow, reporting, and user interface. Coordinates IT requirements and process changes across multiple functional user groups. Provides guidance on end user IT training to ensure that it incorporates the holistic picture of IT inclusive of IT requirements, policy, and process changes. Participates in reviews and/or documentation of end user IT training guides to ensure accuracy of changes and requirements. Coordinates and works closely with the business in ensuring scope and scope changes are documented as the IT project progresses. Supports change management to ensure end user preparedness of IT application. May document system requirements based on the functional requirements identified. Reviews system development life cycle work products to ensure that the functional requirements are accounted for. Provides alternatives and recommendations to issues as they are identified and works closely with the business to ensure speedy resolution.

Minimum Education: Refer to E9 on Table titled “Education and Experience Substitutions”

IT Functional Analyst II

Minimum / General Experience: Minimum of 6 years of specialized experience which applies to solid understanding of functional and systems IT requirements organization and capture; analytical and structured analysis techniques; process documentation; change management; and systems development life cycle.

Functional Responsibility: Responsible for developing IT business cases, functional requirements, and process documentation related to application use such as workflow, reporting, and user interface. Coordinates IT requirements and process changes across multiple functional user groups. Provides guidance on end user IT training to ensure that it incorporates the holistic picture of IT inclusive of IT requirements, policy, and process changes. Participates in reviews and/or documentation of end user IT training guides to ensure accuracy of changes and requirements. Coordinates and works closely with the business in ensuring scope and scope changes are documented as the IT project progresses. Supports change management to ensure end user preparedness of IT application. May document system requirements based on the functional requirements identified. Reviews system development life cycle work products to ensure that the functional requirements are accounted for. Provides alternatives and recommendations to issues as they are identified and works closely with the business to ensure speedy resolution.

Minimum Education: Refer to E8 on Table titled “Education and Experience Substitutions”

IT Financial Analyst I

Minimum / General Experience: Minimum of 4 years of specialized experience which applies to solid understanding of financial requirements, financial applications, organization and capture, analytical and structured analysis techniques, process methods, change management, and systems development life cycle.

Functional Responsibility: Responsible for developing business cases, requirements, and process documentation with specific emphasis on financial analysis and reporting from IT applications. May participate in reviews and/or documentation of end user training guides to ensure accuracy of business and system process changes and requirements. Works closely with the business and IT in evolving the system requirements as the project progresses ensuring that as scope is finalized, the end users prepare themselves both in terms of process, data conversion activities involving business lines, and potential work around related to the system deployment. May document system requirements based on the business requirements identified. Reviews system development life cycle work products to ensure that the business requirements are accounted for. Provides alternatives and recommendations to issues as they are identified and works closely with the business to ensure speedy resolution.

Minimum Education: Refer to E7 on Table titled “Education and Experience Substitutions”

Sr. Systems Analyst

Minimum / General Experience: Minimum of 6 years of specialized experience which applies to solid understanding of business and systems requirements organization and capture, project planning, cross functional user coordination, quality assurance, analytical and structured analysis techniques, and systems development life cycle.

Functional Responsibility: Participates in review of task proposal requirements, gathers information, and analyzes data. Reviews other team member's work products for completeness and correctness. May participate in the development and review of programming project plans, Q/A plans, and deployment plans when required. Provides support for structured analysis techniques. Creates, modifies, and maintains business models of application requirements. Provides methods, tools, and support for ensuring requirements are captured in overall system. Participates in cross-project integration support and quality assurance services. Assists project leader in scheduling and ensuring completion of structured walkthroughs of deliverables. Participates in the development and review of analysis project plans, when required.

Minimum Education: Refer to E8 on Table titled “Education and Experience Substitutions”

Systems Analyst II

Minimum / General Experience: Minimum of 4 years of specialized experience which applies to solid understanding of business and systems requirements organization and capture, analytical and structured analysis techniques, and systems development life cycle.

Functional Responsibility: Leads in the development and modification of complex systems and develops subsystems for enhancement of overall operational system. Exercises analytical techniques when gathering information from the users, defining work problems, designing a system of computer programs and developing procedures to resolve the problems. Good understanding of structured analysis techniques. Creates, modifies, and maintains business models of application requirements. Provides methods, tools, and support for ensuring requirements are captured in overall system. Coordinates and leads cross-project integration support and quality assurance services. Participates in technical peer reviews of other team members' analysis work products for completeness and correctness.

Minimum Education: Refer to E7 on Table titled “Education and Experience Substitutions”

Systems Analyst I

Minimum / General Experience: Minimum of 1 year of specialized experience which applies to good understanding of business and systems requirements organization and capture, quality assurance, analytical and structured analysis techniques, and systems development life cycle.

Functional Responsibility: May participate in the development and modification of complex systems and develops subsystems for enhancement of overall operational system. May exercise analytical techniques when gathering information from the users, defining work problems, designing a system of computer programs and developing procedures to resolve the problems. Provides support for structured analysis techniques. Creates, modifies, and maintains business models of application requirements. Provides methods, tools, and support for ensuring requirements are captured in overall system. Participates in cross-project integration support and quality assurance services. May participate in technical peer reviews of other team members' analysis work products for completeness and correctness.

Minimum Education: Refer to E5 on Table titled "Education and Experience Substitutions"

Technical Writer I

Minimum / General Experience: Minimum of 4 years specialized experience which applies to editing and technical writing.

Functional Responsibility: Reviews, analyzes, and edits technical and functional documents. These documents include strategic plans, system specifications, system requirements, user manuals, training manuals, and studies results. Supports the development of executive summaries of documents. Performs research and analysis and prepares documentation for user interviews and supports the requirements gathering sessions by performing scribe functions.

Minimum Education: Refer to E7 on Table titled "Education and Experience Substitutions"

Helpdesk Support

Minimum / General Experience: Minimum of .5 year of specialized experience which includes training and applies to solid organization, coordination, and communication skills and ability to enter, track, and manage problems and defects reported.

Functional Responsibility: Provides user support on production applications. Addresses user issues reported and coordinates their resolution with the development, testing, and user groups. Identifies workarounds while fixes need to be made. Manages a trouble log of reported incidents and follows up with the user on results.

Minimum Education: Refer to E3 on Table titled "Education and Experience Substitutions"

Sr. Database Administrator

Minimum / General Experience: Minimum of 4 years specialized experience which applies to in-depth understanding of database structure and design, performance tuning, maintenance, and application support.

Functional Responsibility: Provides highly technical expertise and guidance in the design, implementation, operation and maintenance of database management systems (DBMS). Evaluates and recommends additional DBMS add-on products or utilities after matching requirements with system capabilities. Determines file organization, indexing methods, and security procedures for specific applications. Controls the design and use of the database. Ensures backup and recovery of databases (from accidental or intentional damage or loss), and monitors the use of databases. Must be capable of defining all required database administration policies, procedures, standards, and guidelines. Is the authority on the design of the database, performance tuning, and the use of the database management system.

Minimum Education: Refer to E7 on Table titled “Education and Experience Substitutions”

Database Administrator

Minimum / General Experience: Minimum of 2 years specialized experience which applies to good understanding of database structure and design, performance tuning, maintenance, and application support.

Functional Responsibility: Provides technical expertise in the design, implementation, operation and maintenance of database management systems (DBMS). May assist in defining the file organization, indexing methods, and security procedures for specific applications. May assist in the design and use of Oracle databases. Assists in performance tuning of applications and database. Ensures backup and recovery of databases (from accidental or intentional damage or loss), and monitors the use of databases. Assists in defining required database administration policies, procedures, standards, and guidelines.

Minimum Education: Refer to E6 on Table titled “Education and Experience Substitutions”

2. Maximum Order

The maximum order (all dollar amounts are exclusive of any discount for prompt payment.) value is \$500,000

3. Minimum Order

The minimum dollar value of orders to be issued is \$100.00.

4. Geographic Coverage (delivery area)

The geographic scope of this contract is the 50 states, the District of Columbia, U.S. Territories and Puerto Rico.

5. Points of Production (city, county, and State or foreign country).

All services are procured and provided from the company address listed under on the cover page.

6. Discount from list prices or statement of net price.

Prices shown herein are NET (discounts have been deducted). Online access to contract ordering information, terms and conditions, pricing, and the option to create an electronic delivery order are available through GSA Advantage!®. The website for GSA Advantage!® is: <https://www.GSAAdvantage.gov>.

7. Quantity Discounts

Quantity Volume Discount: None

Dollar Volume Discount: None

8. Prompt Payment

Not applicable. 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)

Not applicable.

10a. Time of Delivery

The delivery date will be determined by the ordering agency and OmniSolve. Agencies are advised that they can contact the Contractor's Representative to effect a faster delivery.

10b. Expedited Delivery

Items available for expedited delivery are noted in this price list next to the Labor Category Name. The expedited delivery date will be determined by the ordering agency and OmniSolve. Agencies are advised that they can contact the Contractor's Representative to effect a faster delivery.

10c. Overnight Delivery and 2-Day Delivery

Items available for overnight delivery are noted in this price list next to the Labor Category Name. Agencies may contact OmniSolve on rates for overnight and 2-day delivery. The delivery date will be determined by the ordering agency and OmniSolve. Agencies are advised that they can contact the Contractor's Representative to effect a faster delivery.

10d. Urgent Requirements

(Refer to 552.238-94 ACCELERATED DELIVERY REQUIREMENTS (MAY 2019) When the Federal Supply Schedule contract delivery period does not meet the bona fide urgent delivery requirements of an ordering activity, ordering activities are encouraged, if time permits, to contact the Contractor's Representative for the purpose of obtaining accelerated delivery. The Contractor shall reply to the inquiry within 3 workdays after receipt. (Telephonic replies shall be confirmed by the Contractor in writing.) If the Contractor offers an accelerated delivery time acceptable to the ordering activity, any order(s) placed pursuant to the agreed upon accelerated delivery time frame shall be delivered within this shorter delivery time and in accordance with all other terms and conditions of the contract.

11. F.O.B Point(s)

All services are F.O.B Destination.

12a. Ordering Address(es)

OmniSolve Inc.
8618 Westwood Center Drive, Suite #210
Vienna, VA 22182

The following telephone number(s) can be used by ordering activities to obtain technical and/or ordering assistance:

Voice: (571) 436-8449 (Main)
Voice: (571) 436-8449 (Behzad Ghavimi – Contracting Officer)
Voice: (703) 505-3975 (Carolyn Adelsten – Contracting Officer)
Facsimile: (703) 991-0068

12b. Ordering Procedures

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

13. Payment Address(es)

OmniSolve Inc.
8618 Westwood Center Drive, Suite #210
Vienna, VA 22182

Contractors are required to accept credit cards for payments equal to or less than the micro-purchase threshold for oral or written delivery orders. Credit cards will be acceptable for payment above the micro-purchase threshold. In addition, bank account information for wire transfer payments will be shown on the invoice.

14. Warranty Provision

Standard warranties are provided.

15. Export Packing charges, if applicable

Not applicable.

16. Terms and conditions of rental, maintenance, and repair (if applicable).

Not applicable.

17. Terms and conditions of installation (if applicable).

Not applicable.

18a. Terms and conditions of repair parts.

Not applicable.

18b. Terms and conditions for any other services.

Not applicable.

19. List of service and distribution points.

Not applicable.

20. List of participating dealers.

Not applicable.

21. Preventive maintenance.

Not applicable.

22a. Special attributes.

Not applicable.

22b. Section 508 Compliance.

Not applicable.

23. Unique Entity Identifier (UEI) number

MPAKA6U7FBJ3

24. Notification regarding registration in System for Award Management (SAM) database.

OmniSolve is registered in SAM.gov and maintains its registration per federal guidelines.

Potential Option Years to be Exercised:

Option Year 1: 07/29/2027 – 07/28/2032

Option Year 2: 07/29/2032 – 07/28/2037

Option Year 3: 07/29/2037 – 07/28/2042

Labor Categories and Pricing

Prices can be found on GSA Advantage or eLibrary under “Pricelist”.

Education and Experience Substitution Table

The following table provides an explanation of education and experience substitution levels that are referenced in the table in 1c above.

Grade Level	Minimum Background / Education	Minimum Specialized Work Experience
E15	Masters degree or BS/BA degree with 15 years of data processing experience or AS/AA degree with 17 years data processing experience or High school diploma with 19 years data processing experience	15 years
E14	Masters degree or BS/BA degree with 14 years of data processing experience or AS/AA degree with 16 years data processing experience or High school diploma with 18 years data processing experience	14 years
E13	Masters degree or BS/BA degree with 13 years of data processing experience or AS/AA degree with 15 years data processing experience or High school diploma with 17 years data processing experience	13 years
E12	Masters degree or BS/BA degree with 12 years of data processing experience or AS/AA degree with 14 years data processing experience or High school diploma with 16 years data processing experience	12 years
E11	Masters degree or BS/BA degree with 10 years of data processing experience or AS/AA degree with 12 years data processing experience or High school diploma with 14 years data processing experience	10 years
E10	Masters degree or BS/BA degree with 9 years of data processing experience or AS/AA degree with 11 years data processing experience or High school diploma with 13 years data processing experience	9 years
E9	Masters degree or BS/BA degree with 8 years of data processing experience or AS/AA degree with 10 years data processing experience or High school diploma with 12 years data processing experience	8 years
E8	Masters degree or BS/BA degree with 6 years of data processing experience or AS/AA degree with 8 years data processing experience or High school diploma with 10 years data processing experience	6 years

Grade Level	Minimum Background / Education	Minimum Specialized Work Experience
E7	BS/BA degree with 4 years of data processing experience or AS/AA degree with 6 years data processing experience or High school diploma with 8 years data processing experience	4 years
E6	BS/BA degree with 2 years of data processing experience or AS/AA degree with 4 years data processing experience or High school diploma with 6 years data processing experience	2 years
E5	BS/BA or AS/AA degree and 1 year data processing work experience or High School Diploma and 5 years data processing work experience	1 year
E4	BS/BA or AS/AA degree or High School Diploma and 4 years work experience	0 years
E3	BS/BA or AS/AA degree or High School Diploma and 3 years work experience	.5 years (training required)
E2	AS/AA degree or High School Diploma and 2 years work experience	0 years
E1	High School Diploma	0 years

Terms and Conditions Applicable to Information Technology (IT) Professional Services SIN 54151S

Special Notice to Agencies: Small Business Participation

Scope of Contract

- a) The prices, terms and conditions stated under Special Item Number 54151S Information Technology Professional Services apply exclusively to IT Professional Services within the scope of this Information Technology Schedule.
- b) The Contractor shall provide services at the Contractor's facility and/or at the ordering activity location, as agreed to by the Contractor and the ordering activity.

Performance Incentives I-FSS-60 Performance Incentives (April 2000)

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

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.

Performance of Services

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

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- 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/IAM 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.

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.

Inspection of Services

In accordance with FAR 52.212-4 CONTRACT TERMS AND CONDITIONS--COMMERCIAL ITEMS (MAR 2009) (DEVIATION I - FEB 2007) for Firm-Fixed Price orders and FAR 52.212-4 CONTRACT TERMS AND CONDITIONS COMMERCIAL ITEMS (MAR 2009) (ALTERNATE I OCT 2008) (DEVIATION I – FEB 2007) applies to Time-and-Materials and Labor-Hour Contracts orders placed under this contract.

Responsibilities of Contractor

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

Responsibilities of Ordering Activity

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

Independent Contractor

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

Organizational Conflict 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.

Invoices

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

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.

Resumes

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

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.

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.

Description of IT Services and Pricing

A description of the services offered under Special Item Number 54151S is provided above. These services are presented in the same manner that OmniSolve sells to commercial and other ordering activity customers. Hourly rates are offered with a description of all corresponding labor categories for those individuals who will perform the service should it be provided. For each labor category, there is a labor category name; description of the labor category's functional responsibility; minimum education/experience level; minimum years of experience, and Government and Contractor Site hourly pricing. In addition, we have an education / experience substitution for our Labor Categories.