

# PORTAL

Technologies Corporation

**GENERAL SERVICES ADMINISTRATION  
FEDERAL ACQUISITION SERVICE  
AUTHORIZED FEDERAL SUPPLY SCHEDULE FSS PRICE LIST**

**MULTIPLE AWARD SCHEDULE  
FSC GROUP: INFORMATION TECHNOLOGY**

**PORTAL Technologies Corp  
105 Oak Knoll Drive, Suite 100  
Rockville, Maryland 20850  
Phone: 301-762-3407  
Website: <https://portaltech.com/>  
Contract Administrator: Steven Nesbit  
Email: [snesbit@portaltech.com](mailto:snesbit@portaltech.com)**

**CONTRACT NUMBER: 47QTCA23D00AX**

**PERIOD COVERED BY CONTRACT: July 10, 2023, through July 9, 2028**

**Price List is current through Modification PS-0002, dated July 28, 2023**

**Business Size: Small Business**

*For more information on ordering, go to the following website: <https://www.gsa.gov/schedules>  
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.*

**CUSTOMER INFORMATION**

1a. Table of Awarded Special Item Numbers with appropriate cross-reference to page numbers:

<b>SIN</b>	<b>Recovery</b>	<b>Cooperative Purchasing</b>	<b>SIN Description</b>
<b>54151S</b>	<b>54151SRC</b>	<b>54151SSTLOC</b>	<b>Information Technology Professional Services</b>
<b>OLM</b>	<b>OLMRC</b>	<b>OLMSTLOC</b>	<b>Order-Level Materials</b>

1b. Identification of the lowest priced model number and lowest unit price for that model for each special item number awarded in the contract. This price is the Government price based on a unit of one, exclusive of any quantity/dollar volume, prompt payment, or any other concession affecting price. Those contracts that have unit prices based on the geographic location of the customer, should show the range of the lowest price, and cite the areas to which the prices apply. *See below.*

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

2. Maximum Order: *\$500,000*

3. Minimum Order: *\$100.00*

4. Geographic Coverage (delivery Area): *Domestic*

5. Point(s) of production (city, county, and state or foreign country): *Same as Contractor*

6. Discount from list prices or statement of net price: *Government net prices (discounts already deducted).*

7. Quantity discounts: *1% for Single Task Orders of \$1,000,000 or more*

8. Prompt payment terms: *0% Net 30 Days. Information for Ordering Offices: Prompt payment terms cannot be negotiated out of the contractual agreement in exchange for other concessions.*

9. Foreign items (list items by country of origin): *All items are U.S. made end products, designated country end products, Caribbean Basin country end products, Canadian end products, or Mexican end products as defined in the Trade Agreements Act of 1979, as amended.*

10a. Time of Delivery (Contractor insert number of days): *Specified on Task Order*

10b. Expedited Delivery. The Contractor will insert the sentence “Items available for expedited delivery are noted in this price list.” under this heading. The Contractor may use a symbol of its choosing to highlight items in its price list that have expedited delivery: *Contact Contractor*

10c. Overnight and 2-day delivery. The Contractor will indicate whether overnight and 2-day delivery is available. Also, the Contractor will indicate that the schedule customer may contact the Contractor for rates for overnight and 2-day delivery: *Contact Contractor*

- 10d. Urgent Requirements. The Contractor will note in its price list the “Urgent Requirements” clause of its contract and advise agencies that they can also contact the Contractor’s representative to affect a faster delivery: *Contact Contractor*
11. F.O.B Points: *Destination*
- 12a. Ordering Address: *Same as Contractor*
- 12b. Ordering procedures: *See Federal Acquisition Regulation (FAR) 8.405-3.*
13. Payment address: *Same as Contractor*
14. Warranty provision: *Contractor’s standard commercial warranty.*
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. Special attributes such as 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. contractor’s website or other location.) The EIT standards can be found at: [www.Section508.gov/](http://www.Section508.gov/). *N/A*
23. Unique Entity Identifier (UEI) number: *SFHJE1HNZK53*
24. Notification regarding registration in System of Award (SAM) database: *Registered (4G1N0)*

**LABOR CATEGORY DESCRIPTIONS**

<b>Business Analyst I</b>
<b>Minimum Experience:</b> Two (2) years of experience
<b>Functional Responsibility:</b> Provide expertise in business process and system analysis, design, improvement, and implementation efforts and in translating business process needs into technical requirements. Provide expertise in change management and training support. Provide organizational and strategic planning for a wide variety of technical and functional environments. Provide expertise in, but not limited to, Configuration Management, Strategic Planning, Knowledge Management, Business Analysis and Technical Analysis.
<b>Minimum Education:</b> Bachelor's degree
<b>Business Analyst II</b>
<b>Minimum Experience:</b> Four (4) years of experience
<b>Functional Responsibility:</b> Assist in applying common best practices for the industry to the customer using a knowledge base to create conceptual business models and to identify relevant issues and considerations in selecting application software packages. Assess the operational and functional baseline of an organization and its organizational components, and help to define the direction and strategy for an engagement while ensuring the organizational needs are being addressed. Typical areas addressed include Human Resources, Finance, Supply, and operations. Identify information technology inadequacies and/or deficiencies that affect the functional area's ability to support/meet organizational goals. Support the development of functional area strategies for enhanced IT.
<b>Minimum Education:</b> Bachelor's degree
<b>Business Analyst III</b>
<b>Minimum Experience:</b> Four (6) years of experience
<b>Functional Responsibility:</b> Assist in applying common best practices for the industry to the customer using a knowledge base to create conceptual business models and to identify relevant issues and considerations in selecting application software packages. Assess the operational and functional baseline of an organization and its organizational components, and help to define the direction and strategy for an engagement while ensuring the organizational needs are being addressed. Typical areas addressed include Human Resources, Finance, Supply, and operations. Identify information technology inadequacies and/or deficiencies that affect the functional area's ability to support/meet organizational goals. Generate functional area strategies for enhanced IT operations in a cross-functional area mode throughout the organization. Participate in account strategy sessions, strategic assessments and design reviews to validate enterprise approach and associated work products, such as ERP implementations coordinating the resolution of highly complex problems and tasks.
<b>Minimum Education:</b> Bachelor's degree

<b>Business Process Reengineering Specialist I</b>
<b>Minimum Experience:</b> Two (2) years of experience
<b>Functional Responsibility:</b> Apply process improvement, reengineering methodologies, and internet-related methodologies and principles to conduct process modernization projects. Assist senior staff with effective transitioning of existing organizations or project teams in accomplishing the organization's goals or project activities and objectives through improved use of internet and other automated processes. Support activity and data modeling, development of modern business methods, identification of best practices, and creating and assessing performance measurements. Provide group facilitation, interviewing, training, and additional forms of knowledge transfer.
<b>Minimum Education:</b> Bachelor's degree

<b>Business Process Reengineering Specialist II</b>
<b>Minimum Experience:</b> Four (4) years of experience
<b>Functional Responsibility:</b> Apply process improvement, reengineering methodologies, and internet-related methodologies and principles to conduct process modernization projects. Assist senior staff with effective transitioning of existing organizations or project teams in accomplishing the organization's goals or project activities and objectives through improved use of internet and other automated processes. Support activity and data modeling, development of modern business methods, identification of best practices, and creating and assessing performance measurements. Provide group facilitation, interviewing, training, and additional forms of knowledge transfer.
<b>Minimum Education:</b> Bachelor's degree

<b>Business Process Reengineering Specialist III</b>
<b>Minimum Experience:</b> Six (6) years of experience
<b>Functional Responsibility:</b> Manage use of process improvement, reengineering methodologies, and internet-related methodologies and principles to conduct process modernization projects. Responsible for transitioning of existing organizations or project teams in accomplishing the organization's goals or project activities and objectives through improved use of internet and other automated processes. Support activity and data modeling, development of modern business methods, identification of best practices, and creating and assessing performance measurements. Provide group facilitation, interviewing, training, and additional forms of knowledge transfer. Key coordinator between customers and multiple project teams to ensure enterprisewide integration of reengineering efforts and application of best practice including e-business practices. May provide daily supervision and direction to other contractor business reengineering specialists and web architects.
<b>Minimum Education:</b> Bachelor's degree

**Computer Scientist I**

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

**Functional Responsibility:** Act as a senior consultant in complex or mission critical client requirements. Develop, modify, and apply computer modeling and programming applications to analyze and solve mathematical and scientific problems affecting system and program performance. Participate in all phases of scientific and engineering projects such as research, design, development, testing, modeling, simulating, training, and documentation.

**Minimum Education:** Bachelor's degree

**Computer Scientist II**

**Minimum Experience:** Eight (8) years of experience

**Functional Responsibility:** Act as a senior consultant in complex or mission critical client requirements. Develop, modify, and apply computer modeling and programming applications to analyze and solve mathematical and scientific problems affecting system and program performance. Participate in all phases of scientific and engineering projects such as research, design, development, testing, modeling, simulating, training, and documentation.

**Minimum Education:** Bachelor's degree

**Computer Scientist III**

**Minimum Experience:** Ten (10) years of experience

**Functional Responsibility:** Act as a senior consultant in complex or mission critical client requirements. Develop, modify, and apply computer modeling and programming applications to analyze and solve mathematical and scientific problems affecting system and program performance. Participate in all phases of scientific and engineering projects such as research, design, development, testing, modeling, simulating, training, and documentation.

**Minimum Education:** Bachelor's degree

**Computer Security Specialist**

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

**Functional Responsibility:** Analyze and defines security requirements for Multilevel Security (MLS) issues. Design, develop, engineer, and implement solutions to MLS requirements. Gather and organize technical information about an organization's mission goals and needs, existing security products, and ongoing programs in the MLS arena. Perform risk analyses which also includes risk assessment.

**Minimum Education:** Bachelor's degree

Computer Systems Analyst I
<b>Minimum Experience:</b> Three (3) years of experience
<b>Functional Responsibility:</b> Proficiency in the technical or procedural aspects of software applications development. Carries out research of processes, approaches, or methodologies for specific systems/software development tasks/projects. Makes observations, conducts interviews, performs research, analyzes information, and interprets results. Compiles results and provides reports; contributes to or authors requirements and specifications.
<b>Minimum Education:</b> Bachelor's degree

Computer Systems Analyst II
<b>Minimum Experience:</b> Five (5) years of experience
<b>Functional Responsibility:</b> High level of proficiency in the technical or procedural aspects of software applications development. Carries out research of systems processes, approaches, or methodologies for specific systems/software development tasks/projects. Makes detailed observations, conducts interviews, performs research, analyzes information, and interprets results. Compiles results and provides reports and presentations on results and recommendations. Regularly selects and applies standard concepts, practices, and procedures within the Information Technology field to plan and accomplish tasks. Analyze and develop computer software possessing a wide range of capabilities, including numerous engineering, business, and records management functions. Develop plans for automated information systems from project inception to conclusion. Analyze user interfaces, maintain hardware and software performance tuning, analyze workload and computer usage, maintain interfaces with outside systems, analyze downtimes, and analyze proposed system modifications, upgrades and new COTS. Analyze the problem and the information to be processed. Define the problem, and develops system requirements and program specifications, from which programmers prepare detailed flow charts, programs, and tests. Coordinate closely with programmers to ensure proper implementation of program and system specifications. Develop, in conjunction with functional users, system alternative solutions.
<b>Minimum Education:</b> Bachelor's degree



<b>Computer Systems Analyst III</b>
<b>Minimum Experience:</b> Eight (8) years of experience
<b>Functional Responsibility:</b> High level of proficiency in software applications design. Directs research of systems processes, approaches, or methodologies for specific system/software development tasks/projects. Develops detailed system or software specifications. Makes detailed observations, conducts interviews, performs research, analyzes information, and interprets results. Compiles results and provides reports and presentations on results and recommendations. Regularly selects and applies standard concepts, practices, and procedures within the Information Technology field to plan and accomplish tasks. Provide technical and administrative direction for personnel performing software development tasks, including the review of work products for correctness, adherence to the design concept and to user standards, and for progress in accordance with schedules. Coordinate with the Project and/or Program Manager to ensure problem solution and user satisfaction. Make recommendations, if needed, for approval of major systems installations. Prepare milestone status reports and deliveries/presentations on the system concept to colleagues, subordinates, and end user representatives. Provide daily supervision and direction to support staff.
<b>Minimum Education:</b> Bachelor's degree

<b>Data Security Specialist</b>
<b>Minimum Experience:</b> Four (4) years of experience
<b>Functional Responsibility:</b> Provide support to plan, coordinate, and implement the organization's information security. Provide support for facilitating and helping agencies identify their current security infrastructure and define future programs, design and implementation of fire-wall and other related security issues on LANs/WANs. A working knowledge of several of the following areas is required: understanding of business security practices and procedures; knowledge of current security tools available; hardware/software firewalls and their implementation; different communication protocols; encryption techniques/tools; familiarity with commercial products (ex. - Domain Name Systems, public-key encryption technology, Smartcard, Cyberguard, TimeStep), and current Internet and electronic commerce technology.
<b>Minimum Education:</b> Bachelor's degree

<b>Data Warehouse Analyst</b>
<b>Minimum Experience:</b> Four (4) years of experience
<b>Functional Responsibility:</b> Design, implement and support data warehousing. Implement business rules via stored procedures, middleware, or other technologies. Define user interfaces and functional specifications.
<b>Minimum Education:</b> Bachelor's degree



<b>Data Warehouse Programmer</b>
<b>Minimum Experience:</b> Six (6) years of experience
<b>Functional Responsibility:</b> Provide product support and maintenance of the data warehouse. Perform data warehouse design and construction. Prepare/implement data verification and testing methods for the data warehouse.
<b>Minimum Education:</b> Bachelor's degree

<b>Database Warehouse Administrator</b>
<b>Minimum Experience:</b> Four (4) years of experience
<b>Functional Responsibility:</b> Coordinate the data administration technical function for both data warehouse development and maintenance. Facilitate change control, problem management, and communication among data architects, programmers, analysts, and engineers. Establish and enforce processes to ensure a consistent, well managed, and well integrated data warehouse infrastructure.
<b>Minimum Education:</b> Bachelor's degree

<b>Database Administrator</b>
<b>Minimum Experience:</b> Four (4) years of experience
<b>Functional Responsibility:</b> Analyze database requirements of assigned projects. Analyze and determine information needs and elements, database relationships and attributes, proposed manipulation, data flow and storage requirements, and data output and reporting capabilities. Apply knowledge of database management systems to coordinate maintenance and changes to databases. Test and implement changes or new database designs. Write logical and physical database descriptions, including location, space, access method, and security requirements. Provide direction to programmers and analysts as required to affect changes to database management systems. Provide answers to database questions. Knowledge of and ability to monitor databases and to analyze and organize data and apply new technology designs and programs.
<b>Minimum Education:</b> Bachelor's degree

<b>Database Management Specialist</b>
<b>Minimum Experience:</b> Six (6) years of experience
<b>Functional Responsibility:</b> Manage the development of data base projects. Plan and budget staff and data base resources. When necessary, reallocate resources to maximize benefits. Prepare and deliver presentations on DBMS concepts. Provide daily supervision and direction to support staff. Extensive knowledge of relational database environment.
<b>Minimum Education:</b> Bachelor's degree

<b>Database Specialist I</b>
<b>Minimum Experience:</b> Two (2) years of experience
<b>Functional Responsibility:</b> Evaluate and recommend available DBMS products to meet user requirements. Determine file organization, indexing methods, and security procedures for specific user application. Commensurate experience and education.
<b>Minimum Education:</b> Bachelor's degree

<b>Database Specialist II</b>
<b>Minimum Experience:</b> Four (4) years of experience
<b>Functional Responsibility:</b> Evaluate and recommend available DBMS products to meet user requirements. Determine file organization, indexing methods, and security procedures for specific user application. Commensurate experience and education.
<b>Minimum Education:</b> Bachelor's degree

<b>Database Specialist III</b>
<b>Minimum Experience:</b> Six (6) years of experience
<b>Functional Responsibility:</b> Evaluate and recommend available DBMS products to meet user requirements. Determine file organization, indexing methods, and security procedures for specific user application. Commensurate experience and education.
<b>Minimum Education:</b> Bachelor's degree

<b>Expert Advisor</b>
<b>Minimum Experience:</b> Ten (10) years of experience
<b>Functional Responsibility:</b> Progressive and relevant experience in a specific Information Technology skill or a unique area of expertise in a functional domain. Must have specific leadership experience in task order subject matter area, as evidenced by papers, studies, analyses, and/or technical program leadership. Develops and recommends technology approaches based on the unique skill or area of expertise using sound industry best practices and methods. Analyzes software and data results and provides reports addressing customer issues and opportunities
<b>Minimum Education:</b> Bachelor's degree

<b>Expert Research Scientist</b>
<b>Minimum Experience:</b> Twelve (12) years of experience
<b>Functional Responsibility:</b> Progressive and relevant industry research and development experience in a specific Information Technology skill, a unique area of expertise in a functional domain, or leading-edge/emerging technology. Must have specific scientific experience in task order needed subject matter area, as evidenced by papers, studies, analyses, and/or technical leadership. Develops and recommends technology approaches or algorithms based on the unique skill or area of expertise using sound industry best practices and methods. Analyzes software and data results and provides reports addressing customer issues and opportunities
<b>Minimum Education:</b> Bachelor's degree

<b>Functional Analyst I</b>
<b>Minimum Experience:</b> Three (3) years of experience
<b>Functional Responsibility:</b> Analyze user needs to determine functional and cross-functional requirements. Perform functional allocation to identify required tasks and their interrelationships. Identify resources required for each task.
<b>Minimum Education:</b> Bachelor's degree

<b>Functional Analyst II</b>
<b>Minimum Experience:</b> Five (5) years of experience
<b>Functional Responsibility:</b> Analyze user needs to determine functional and cross-functional requirements. Perform functional allocation to identify required tasks and their interrelationships. Identify resources required for each task. Provide daily supervision and direction to support staff.
<b>Minimum Education:</b> Bachelor's degree

<b>Geographic Information Systems (GIS) Specialist</b>
<b>Minimum Experience:</b> Five (5) years of experience
<b>Functional Responsibility:</b> Develop, maintain and update Geographic Information System (GIS) databases and geospatial related methods and technologies; obtain data from city, state, federal and private sources; receive and review maps, land parcel records and engineering documents. Identify pertinent GIS information and convert data into proper GIS formats. Ensure accuracy and completeness; enter data into databases; and update essential GIS layers and databases. Create a variety of maps and GIS related documents. Provide expertise in GIS hardware and software products. Provide technical support to GIS users.
<b>Minimum Education:</b> Bachelor's degree

Information Engineer I
<b>Minimum Experience:</b> Three (3) years of experience
<b>Functional Responsibility:</b> Apply business process improvement practices to re-engineer methodologies/principles and business process modernization projects. Apply, as appropriate, activity and data modeling, transaction flow analysis, internal control and risk analysis and modern business methods and performance measurement techniques. Assist in establishing standards for information systems procedures. Develop and apply organization-wide information models for use in designing and building integrated, shared software and database management systems and data warehouses. Construct sound, logical business improvement opportunities consistent with corporate Information Management guiding principles, cost savings, and open system architecture objectives.
<b>Minimum Education:</b> Bachelor's degree

Information Engineer II
<b>Minimum Experience:</b> Five (5) years of experience
<b>Functional Responsibility:</b> Apply an enterprise-wide set of disciplines for the planning, analysis, design and construction of information systems on an enterprise-wide basis or across a major sector of the enterprise. Develop analytical and computational techniques and methodology for problem solutions. Perform enterprise wide strategic systems planning, business information planning, business and analysis. Perform process and data modeling in support of the planning and analysis efforts using both manual and automated tools; such as Integrated Computer-Aided Software Engineering tools. Apply reverse engineering and re-engineering disciplines to develop migration strategic and planning documents. Provide technical guidance in software engineering techniques and automated support tools. Provide daily supervision and direction to staff.
<b>Minimum Education:</b> Bachelor's degree

Program Analyst
<b>Minimum Experience:</b> Three (3) years of experience
<b>Functional Responsibility:</b> Provide analytical consultative services required to administer programs throughout all phases of business requirements analysis, software design, system and performance testing, and implementation. Analyze and review budget, schedule, and other program resources. Identify resource shortfalls and make corrective recommendations. Participate in analysis sessions to provide program requirements. Review the business and system, software and system integration requirements to ensure the requirements meet the program needs. Consider alternatives and develop recommendations. Identify, communicate and resolve risks. Identify and resolve issues to eliminate or mitigate the occurrence of consequences that may impact the success of the project. Research and analyze resource material. Monitor system tests; reviews test results; identify project issues.
<b>Minimum Education:</b> Bachelor's degree

<b>Program Director</b>
<b>Minimum Experience:</b> Fifteen (15) years of experience
<b>Functional Responsibility:</b> Progressive years of experience in managing, directing and implementing Information Technology projects. Experience must include managing a diverse group of functional activities, and subordinate groups of technical and administrative personnel; management and control of large budgets and multiple resources; and demonstrated capability in managing complex commercial and government contracts. Overall responsibility for contract administration and program/task order management for Information Technology projects or programs. Coordinates resources among projects and ensures appropriate qualifications of staff for program/task teams. Reviews technical approaches to ensure that the proper systems/software development methodologies and procedures are followed in accordance with program/task order requirements, and ensures all products and services are of high quality and delivered on time and within budget limitations. Serves as liaison between Contractor personnel and the Contracting Officer's Technical Representative (COTR).
<b>Minimum Education:</b> Bachelor's degree

<b>Program Manager</b>
<b>Minimum Experience:</b> Twelve (12) years of experience
<b>Functional Responsibility:</b> Serve as the program manager typically responsible for organizing, directing, and managing all aspects of contract operational support functions involving multiple complex and inter-related project tasks that often require managing teams of contractor personnel at multiple locations. Provide overall direction of program activities. Manage and maintain contractor interface with the senior levels of the customer's organization. Consult with customer and contractor personnel to formulate and review task plans and deliverables, ensuring conformance with program and project task schedules and costs and contractual obligations. Establish and maintain technical and financial reports to show progress of projects to management and customers, organize and assign responsibilities to subordinates, oversee the successful completion of all assigned tasks, and assume the initiative and provide support to marketing personnel in identifying and acquiring potential business
<b>Minimum Education:</b> Bachelor's degree

<b>Programmer/Analyst I</b>
<b>Minimum Experience:</b> Zero (0) years of experience
<b>Functional Responsibility:</b> Experience in applicable editors and programming languages. Implements approved requirements via software code, and performs or supports testing activities, as assigned by the project lead. Ensures version control of all software and leads portions of team CM and QA processes as directed. Assist with the analysis of information requirements. Aid in the evaluation of problems with workflow, organization, and planning and help in the development of appropriate corrective action.
<b>Minimum Education:</b> Bachelor's degree

**Programmer/Analyst II**

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

**Functional Responsibility:** Proficiency in applicable editors and programming languages. Implements approved requirements via software code, and performs or supports testing activities, as assigned by the project lead. May lead development of specific modules. Ensures version control of all software and leads portions of team CM and QA processes as directed. Participate in the design of software tools and subsystems to support reuse and domain analysis. Assist Applications Engineer and Applications Programmer to interpret software requirements and design specifications to code, and integrate and test software components.

**Minimum Education:** Bachelor's degree

**Programmer/Analyst III**

**Minimum Experience:** Five (5) years of experience

**Functional Responsibility:** Create or analyze design specifications and use cases for business and mission applications. Develop software or system diagrams and logic flow charts to support system definitions. Translate detailed design into functional software, to include integration of third-party tools or software. Test, debug, and refine software to produce the required product. Prepare required documentation, including program-level and input to user-level and security documentation. Enhance software to reduce operating time or improve efficiency. Provide technical direction to programmers to ensure program deadlines are met. Apply experience in full life-cycle information system design, development and support, including application programming, databases, and interfaces to the development of complex software to satisfy design objectives.

**Minimum Education:** Bachelor's degree

**Programmer/Analyst IV**

**Minimum Experience:** Eight (8) years of experience

**Functional Responsibility:** High level of proficiency in applicable editors and programming languages. Knowledge of computer operations and specified software applications. Leads day-to-day system/software development activities. Ensures effective and efficient implementation of requirements; defines coding standards; directs releases, to include content and verification of release readiness. Supports customers by investigating issues and providing feedback on change requests. Analyze functional business applications and design specifications for functional areas such as finance, accounting, personnel, manpower, logistics, and contracts. Develop block diagrams and logic flow charts. Translate detailed design into computer software. Test, debug, and refine the computer software to produce the required product. Prepare required documentation, including both program-level and user-level documentation. Enhance software to reduce operating time or improve efficiency. Provide technical direction to programmers to ensure program deadlines are met. Experience in information system design, including application programming on large-scale DBMS and the development of complex software to satisfy design objectives.

**Minimum Education:** Bachelor's degree

<b>Project Leader</b>
<b>Minimum Experience:</b> Four (4) years of experience
<b>Functional Responsibility:</b> Consult in a specific functional area of project. Support the development of work plans to fulfill government requirements. Support formulation of milestone schedules or other documented plans. Commensurate education and experience.
<b>Minimum Education:</b> Bachelor's degree

<b>Project Manager I</b>
<b>Minimum Experience:</b> Four (4) years of experience
<b>Functional Responsibility:</b> Typically oversee all aspects of the project or task, leading a team on large projects or a significant segment of large and complex projects. Analyze new and complex project-related problems and create innovative solutions that normally involve the schedule, technology, methodology, tools, solution components, and financial management of the project. Provide applications systems analysis and long and short-range plans for application selection, systems development, systems maintenance, and production activities for necessary support resources. Commensurate experience and education for the specific level.
<b>Minimum Education:</b> Bachelor's degree

<b>Project Manager II</b>
<b>Minimum Experience:</b> Eight (8) years of experience
<b>Functional Responsibility:</b> Typically oversee all aspects of the project or task, leading a team on large projects or a significant segment of large and complex projects. Analyze new and complex project-related problems and create innovative solutions that normally involve the schedule, technology, methodology, tools, solution components, and financial management of the project. Provide applications systems analysis and long and short-range plans for application selection, systems development, systems maintenance, and production activities for necessary support resources. Commensurate experience and education for the specific level.
<b>Minimum Education:</b> Bachelor's degree

<b>Quality Assurance Manager</b>
<b>Minimum Experience:</b> Five (5) years of experience
<b>Functional Responsibility:</b> Establish and maintain a process for evaluating software and associated documentation. Determine the resources required for quality control. Maintain the level of quality throughout the software life cycle. Conduct formal and informal reviews at pre-determined points throughout the development life cycle. Provide daily supervision and direction to support staff. High level or proficiency, applicable experience and prior responsibility for the quality of systems/software products. Plans and leads project quality assurance activities, to include process quality and product quality on system/software development projects. Defines approaches to functional, stress, load and/or integration testing of software modules and coordinates execution with lead programmers, customers, and other stakeholders. Researches and recommends supporting tools; directs or leads implementation of tool and process use. Identifies metrics for project management review and issue identification and mitigation.
<b>Minimum Education:</b> Bachelor's degree



<b>Sr. Software Engineer</b>
<b>Minimum Experience:</b> Seven (7) years of experience
<b>Functional Responsibility:</b> Analyze and study complex system requirements. Design software tools and subsystems to support software reuse and domain analyses and manages their implementation. Manage software development and support using formal specifications, data flow diagrams, other accepted design techniques and industry standard or open source tools. Estimate software development costs and schedule. Review existing programs and assist in making refinements, reducing operating time, and improving current techniques. Supervise software configuration management and deployment processes; identify and implement improvements. May manage portions or all of a project, in addition to technical duties.
<b>Minimum Education:</b> Bachelor's degree

<b>Subject Matter Expert I</b>
<b>Minimum Experience:</b> Two (2) years of experience
<b>Functional Responsibility:</b> Provide technical knowledge and analysis of highly specialized applications and operational environment, high-level functional systems analysis, design, integration, documentation and implementation advice on moderately complex problems that require an appropriate level of knowledge of the subject matter for effective implementation. Apply principles, methods and knowledge of the functional area of capability to specific task order requirements, advanced mathematical principles and methods to exceptionally difficult and narrowly defined technical problems in engineering and other scientific applications to arrive at automated solutions. Assist other senior consultants with analysis and evaluation and with the preparation of recommendations for system improvements, optimization, development, and/or maintenance efforts in the following specialties: information systems architecture, networking; telecommunications, automation; communications protocols, risk management/electronic analysis, software; lifecycle management, software development methodologies, and modeling and simulation. Commensurate experience in IT and in new and related older technology that directly relates to the required area of expertise.
<b>Minimum Education:</b> Bachelor's degree

**Subject Matter Expert II**

**Minimum Experience:** Four (4) years of experience

**Functional Responsibility:** Provide technical knowledge and analysis of highly specialized applications and operational environment, high-level functional systems analysis, design, integration, documentation and implementation advice on moderately complex problems that require an appropriate level of knowledge of the subject matter for effective implementation. Apply principles, methods and knowledge of the functional area of capability to specific task order requirements, advanced mathematical principles and methods to exceptionally difficult and narrowly defined technical problems in engineering and other scientific applications to arrive at automated solutions. Assist other senior consultants with analysis and evaluation and with the preparation of recommendations for system improvements, optimization, development, and/or maintenance efforts in the following specialties: information systems architecture, networking; telecommunications, automation; communications protocols, risk management/electronic analysis, software; lifecycle management, software development methodologies, and modeling and simulation. Commensurate experience in IT and in new and related older technology that directly relates to the required area of expertise.

**Minimum Education:** Bachelor's degree

**Subject Matter Expert III**

**Minimum Experience:** Ten (10) years of experience

**Functional Responsibility:** Provide technical knowledge, architecture, engineering, and/or analysis of highly specialized applications and operational environments, high-level functional systems analysis, design, integration, documentation, and implementation advice on moderately complex problems that require an appropriate level of knowledge of the subject matter for effective implementation. Apply principles, methods, and knowledge of the functional and/or technical area of capability to specific task order requirements, advanced mathematical principles, and methods to exceptionally difficult and narrowly defined technical problems in engineering and other scientific applications to arrive at automated solutions based on mission and business requirements. Lead other senior consultants, and client teams with analyses and evaluations, with the preparation of recommendations for system improvements, selections of tools, technologies, and methodologies; optimization, development, in the following specialties: information systems architecture, networking; telecommunications, automation; communications protocols, risk management/electronic analysis, software; lifecycle management, software development methodologies, and modeling and simulation. Commensurate experience in IT and in new and related older technology that directly relates to the required area of expertise.

**Minimum Education:** Master's degree

Systems Architect I
<b>Minimum Experience:</b> Three (3) years of experience
<b>Functional Responsibility:</b> Establish system information requirements using analysis of the information engineer(s) in the development of enterprise-wide or large-scale information systems. Design architecture to include the software, hardware, and communications to support the total requirements as well as provide for present and future cross-functional requirements and interfaces. Ensure these systems are compatible and in compliance with the standards for open systems architectures, the Open Systems Interconnection (OSI) and ISO reference models, and profiles of standards - such as Institute of Electrical and Electronic Engineers (IEEE) Open Systems Environment (OSE) reference model - as they apply to the implementation and specification of information management solution of the application platform, across the Application Program Interface (API), and the external environment/software application. Ensure that the common operating environment is compliant with the Agency enterprise architecture and applicable reference models. Evaluate analytically and systematically problems of workflows, organization, and planning and develop appropriate corrective action. Provide daily supervision and direction to staff.
<b>Minimum Education:</b> Bachelor's degree

Systems Architect II
<b>Minimum Experience:</b> Six (6) years of experience
<b>Functional Responsibility:</b> Establish system information requirements using analysis of the information engineer(s) in the development of enterprise-wide or large-scale information systems. Design architecture to include the software, hardware, and communications to support the total requirements as well as provide for present and future cross-functional requirements and interfaces. Ensure these systems are compatible and in compliance with the standards for open systems architectures, the OSI and ISO reference models, and profiles of standards - such as IEEE OSE reference model - as they apply to the implementation and specification of information management solution of the application platform, across the API, and the external environment/software application. Ensure that the common operating environment is compliant with the Agency enterprise architecture and applicable reference models. Evaluate analytically and systematically problems of workflows, organization, and planning and develop appropriate corrective action. Provide daily supervision and direction to staff.
<b>Minimum Education:</b> Bachelor's degree

<b>Systems Architect III</b>
<b>Minimum Experience:</b> Ten (10) years of experience
<b>Functional Responsibility:</b> Technical expert with majority of experience in a systems architecture, engineering and/or integration. Technical expert to consult on all approaches, architecture, plans, and processes, with focus on providing feedback to customers and the team on requirements and specifications for system or enterprise architectures; evaluates and recommends alternate implementation methods. Ensures team architecture products meet customer needs. Establish system information requirements using analysis of the information engineer(s) in the development of enterprise-wide or large-scale information systems. Design architecture to include the software, hardware, and communications to support the total requirements as well as provide for present and future cross-functional requirements and interfaces. Ensure these systems are compatible and in compliance with the standards for open systems architectures, the OSI and ISO reference models, and profiles of standards - such as IEEE OSE reference model - as they apply to the implementation and specification of information management solution of the application platform, across the API, and the external environment/software application. Ensure that the common operating environment is compliant with the Agency enterprise architecture and applicable reference models. Evaluate analytically and systematically problems of workflows, organization, and planning and develop appropriate corrective action. Provide daily supervision and direction to staff.
<b>Minimum Education:</b> Bachelor's degree

<b>Technical Writer/Editor I</b>
<b>Minimum Experience:</b> Zero (0) years of experience
<b>Functional Responsibility:</b> Moderate proficiency in writing technical or business documentation. Writes or contributes to project documentation under direction of functional leads, to include user and help guides and manuals, reports, plans, and presentations. Creates graphical representations of data and concepts.
<b>Minimum Education:</b> Bachelor's degree

Technical Writer/Editor II
<b>Minimum Experience:</b> Two (2) years of experience
<b>Functional Responsibility:</b> Write and/or edit technical documents, including business proposals, reports, user manuals, briefings and presentations, functional descriptions, system specifications, guidelines, special reports, and other project deliverables to meet contract requirements. Develop outlines and drafts for review and approval by technical specialists and project management ensuring that final documents meet applicable contract requirements and regulations. Research and gather technical and background information for inclusion in project documentation and deliverables. Consult relevant information sources, including library resources, technical and financial documents, and client and project personnel, to obtain background information, and verify pertinent guidelines and regulations governing project deliverables. Ensure compliance with applicable standards, including Section 508, and quality of documentation.
<b>Minimum Education:</b> Bachelor's degree

Technical Writer/Editor III
<b>Minimum Experience:</b> Three (3) years of experience
<b>Functional Responsibility:</b> Write and/or edit technical documents, including business proposals, reports, user manuals, briefings and presentations, functional descriptions, system specifications, guidelines, special reports, and other project deliverables to meet contract requirements. Develop outlines and drafts for review and approval by technical specialists and project management ensuring that final documents meet applicable contract requirements and regulations. Research and gather technical and background information for inclusion in project documentation and deliverables. Consult relevant information sources, including library resources, technical and financial documents, and client and project personnel, to obtain background information, and verify pertinent guidelines and regulations governing project deliverables. Ensure compliance with applicable standards, including Section 508, and quality of documentation.
<b>Minimum Education:</b> Bachelor's degree

**Substitutions**

PORTAL reserves the right to make the following substitutions in the education and/or experience requirements of any of the service skill categories set forth below.

1. One year of experience is the equivalent of one year of education.
2. One year of education is the equivalent of one year of experience.
3. Certification related to technology is equivalent to two years of experience or an education requirement.

**GSA PRICING**

<b>SIN</b>	<b>Labor Category</b>	<b>Years 1 July 10, 2023 – July 9, 2024, GSA PRICE</b>	<b>Year 2 July 10, 2024 – July 9, 2025, GSA PRICE</b>	<b>Year 3 July 10, 2025 – July 9, 2026, GSA PRICE</b>	<b>Year 4 July 10, 2026 – July 9, 2027, GSA PRICE</b>	<b>Year 5 July 10, 2027 – July 9, 2028, GSA PRICE</b>
54151S	Business Analyst I	\$87.06	\$90.55	\$94.17	\$97.93	\$101.85
54151S	Business Analyst II	\$107.87	\$112.18	\$116.66	\$121.33	\$126.19
54151S	Business Analyst III	\$127.56	\$132.65	\$137.96	\$143.49	\$149.23
54151S	Computer Scientist I	\$176.53	\$183.60	\$190.94	\$198.58	\$206.52
54151S	Computer Scientist II	\$232.56	\$241.86	\$251.54	\$261.60	\$272.07
54151S	Computer Scientist III	\$239.95	\$249.55	\$259.54	\$269.91	\$280.72
54151S	Computer Security Specialist	\$112.63	\$117.14	\$121.82	\$126.70	\$131.77
54151S	Computer Systems Analyst I	\$92.42	\$96.12	\$99.97	\$103.97	\$108.13
54151S	Computer Systems Analyst II	\$126.85	\$131.93	\$137.21	\$142.70	\$148.41
54151S	Computer Systems Analyst III	\$170.67	\$177.50	\$184.60	\$191.99	\$199.67
54151S	Data Security Specialist	\$98.65	\$102.60	\$106.70	\$110.97	\$115.42
54151S	Database Administrator	\$117.35	\$122.05	\$126.93	\$132.01	\$137.29
54151S	Database Management Specialist	\$142.93	\$148.64	\$154.59	\$160.78	\$167.20
54151S	Database Specialist I	\$93.76	\$97.51	\$101.41	\$105.47	\$109.69
54151S	Database Specialist II	\$124.06	\$129.03	\$134.19	\$139.56	\$145.14
54151S	Database Specialist III	\$133.79	\$139.14	\$144.71	\$150.49	\$156.50
54151S	Expert Advisor	\$226.51	\$235.57	\$244.99	\$254.79	\$264.99
54151S	Expert Research Scientist	\$362.72	\$377.23	\$392.32	\$408.02	\$424.34
54151S	Functional Analyst I	\$102.08	\$106.16	\$110.40	\$114.81	\$119.41
54151S	Functional Analyst II	\$129.99	\$135.19	\$140.60	\$146.23	\$152.08
54151S	Information Engineer I	\$91.48	\$95.13	\$98.94	\$102.90	\$107.02
54151S	Information Engineer II	\$134.28	\$139.65	\$145.23	\$151.04	\$157.09
54151S	Program Analyst	\$104.79	\$108.98	\$113.34	\$117.87	\$122.59
54151S	Program Director	\$261.96	\$272.44	\$283.35	\$294.68	\$306.47
54151S	Program Manager	\$209.18	\$217.54	\$226.25	\$235.29	\$244.71
54151S	Programmer/Analyst I	\$81.43	\$84.69	\$88.07	\$91.60	\$95.26
54151S	Programmer/Analyst II	\$122.23	\$127.11	\$132.20	\$137.49	\$142.99
54151S	Programmer/Analyst III	\$145.60	\$151.43	\$157.48	\$163.78	\$170.33
54151S	Programmer/Analyst IV	\$179.32	\$186.50	\$193.95	\$201.71	\$209.78
54151S	Project Leader	\$120.05	\$124.86	\$129.85	\$135.05	\$140.45
54151S	Project Manager I	\$108.10	\$112.42	\$116.92	\$121.59	\$126.46

SIN	Labor Category	Years 1 July 10, 2023 – July 9, 2024, GSA PRICE	Year 2 July 10, 2024 – July 9, 2025, GSA PRICE	Year 3 July 10, 2025 – July 9, 2026, GSA PRICE	Year 4 July 10, 2026 – July 9, 2027, GSA PRICE	Year 5 July 10, 2027 – July 9, 2028, GSA PRICE
54151S	Project Manager II	\$159.29	\$165.66	\$172.29	\$179.18	\$186.35
54151S	Sr. Software Engineer	\$173.14	\$180.06	\$187.26	\$194.75	\$202.54
54151S	Subject Matter Expert I	\$86.82	\$90.30	\$93.90	\$97.66	\$101.57
54151S	Subject Matter Expert II	\$123.42	\$128.35	\$133.49	\$138.83	\$144.38
54151S	Subject Matter Expert III	\$197.77	\$205.68	\$213.91	\$222.47	\$231.37
54151S	Systems Architect I	\$123.28	\$128.21	\$133.34	\$138.67	\$144.22
54151S	Systems Architect II	\$148.31	\$154.25	\$160.41	\$166.83	\$173.50
54151S	Systems Architect III	\$200.96	\$209.00	\$217.36	\$226.06	\$235.09
54151S	Technical Writer/Editor I	\$57.90	\$60.22	\$62.63	\$65.14	\$67.75
54151S	Technical Writer/Editor II	\$91.48	\$95.13	\$98.94	\$102.90	\$107.02
54151S	Technical Writer/Editor III	\$127.89	\$133.01	\$138.33	\$143.86	\$149.61

**Service Contract Labor Standards (SCLS)**

The Service Contract Labor Standards (SCLS), also referred to as the Service Contract Act (SCA), is applicable to this contract as it applies to the entire Multiple Award Schedule and all services provided. While no specific labor categories/services have been identified as being subject to SCLS/SCA due to exemptions for professional employees (FAR 22.1101, 22.1102 and 29 CFR 541.300), this contract still maintains the provisions and protections for SCA eligible labor categories. If and / or when the contractor adds SCA labor categories / employees to the contract through the modification process, the contractor must inform the Contracting Officer and establish a SCA matrix identifying the GSA labor category titles, the occupational code, SCA labor category titles and the applicable WD number. Failure to do so may result in the cancellation of the contract.