



GENERAL SERVICES ADMINISTRATION FEDERAL SUPPLY SERVICE
AUTHORIZED FEDERAL SUPPLY SCHEDULE PRICE LIST
00CORP, PROFESSIONAL SERVICES SCHEDULE

Special Item No. 874 1 & 874-1 RC - Integrated Consulting Services

**Special Item No. 874 4 & 874-4 RC - Training Services: Instructor Led Training, Web Based Training
Web Based Training and Education Courses, Course Development and Test Administration, Learning
Management, Internships**

Special Item No. 874 7 & 874-7 RC - Integrated Business Program Support Services



**VERTEX SOLUTIONS, LLC
D/B/A ADAYANA GOVERNMENT GROUP
3141 FAIRVIEW PARK DRIVE, SUITE 800
FALLS CHURCH, VA 22042
PHONE: (888) 225-9398
FAX: (312) 275-7339**

CONTRACT NUMBER: GS-10F-0151P

Internet Address: www.adayana.com

Business Size: Other than Small (Large Business)

Period Covered by Contract: January 12, 2004 to January 11, 2019

Pricelist current through Modification #PS-0028 awarded 22 April 2016.

For more information on ordering from Federal Supply Schedules click on the FSS Schedules button at fss.gsa.gov.
On-line access to contract ordering information, terms and conditions, up-to-date pricing, and the option to create an electronic delivery order are
available through GSA Advantage!™, a menu driven database system. The Internet address for GSA Advantage!™ is: GSAAdvantage.gov.

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- Pricelist dated 6 January 2009 incorporates GSA Modification PO-0001 to extend the term of the contract for 30 days to 11 February 2009.
- Pricelist dated 24 March 2009 incorporates GSA Modification PO-0003 to exercise the First Option to Extend the Term on the Contract and GSA Modification PA-0004 to correct dates in Modification PO-0003 for the out-year pricing.
- Pricelist dated 11 May 2011 incorporates required terms and conditions through Refresh #16.
- Pricelist dated 20 July 2013 incorporates required terms and conditions through Refresh #21.
- Pricelist dated 12 January 2014 incorporates Modification PO-0010 and PS-0014 for 2nd 5 year option period.
- Pricelist dated 9 February 2016, incorporates Mod #CM-A474 & CM-A475.
- Pricelist dated 26 April 2016, incorporates Mod #PS-0028. Mod was for the Addition of SIN #874 4 and new Labor Categories, awarded 22 April 2016.

VERTEX SOLUTIONS, LLC CORPORATE INFORMATION

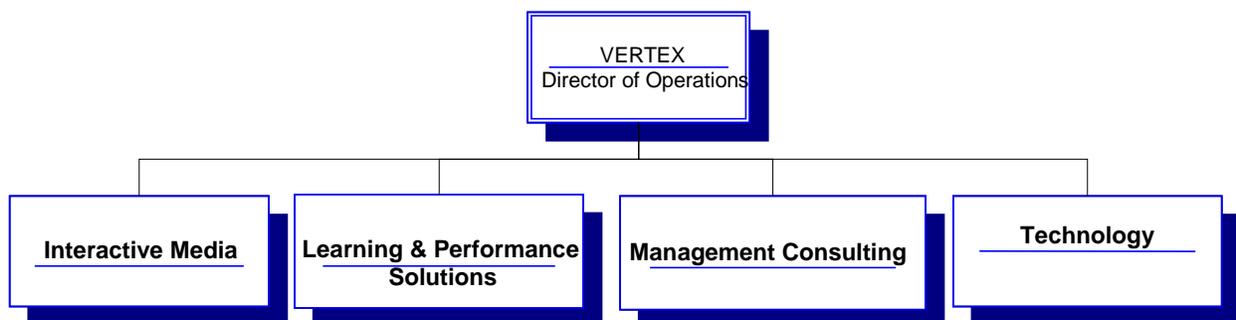
CORPORATE BACKGROUND:

VERTEX Solutions, LLC (VERTEX) is a Virginia-based consulting firm that partners with government agencies to improve performance. Our portfolio contains a wide range of training and performance support solutions. In addition to business consulting and information systems design and development, VERTEX offers instructional design and development, tailored to support client requirements. Since 1996, VERTEX has partnered with over 26 Federal agencies to assess, design, and implement business solutions. With over 60 commendation letters, VERTEX has demonstrated its commitment to quality and exceptional customer service.

We fully recognize that it is the success of our customers that provides the catalyst and powers our own success. We are a value added firm with clientele including:

FEDERAL GOVERNMENT	
Administrative Office of the US Courts	U.S. Marine Corps
Air National Guard	U.S. Secret Service
Defense Acquisition University	U.S. Air Force
Defense Information Systems Agency	Intelligence Community
Defense Security Service	Centers for Disease Control and
Department of State	Centers for Medicare and Medicaid
Federal Aviation Administration	Department of Agriculture
Federal Judicial Center	Department of Labor
Federal Deposit Insurance Corporation	Social Security Administration
Federal Law Enforcement Training Center	Veterans Administration (VBA &
Health Care Finance Administration	U. S. Army
Internal Revenue Service	
U.S. Customs	
STATE AND LOCAL GOVERNMENT	INDUSTRY
None	Marriott Corporation
	Protegrity Corporation
	Smithsonian Institute
	Red Cross
	Xerox Corporation

VERTEX's associates are organized around four complementary Centers-of-Practice, shown below.



VERTEX SOLUTIONS, LLC
MOBIS RELATED SERVICES UNDER PSS

VERTEX Solutions, LLC is a Virginia-based consulting firm that partners with government agencies to improve human performance. Our portfolio contains a wide range of education, training and performance support solutions. VERTEX offers business consulting and information and performance support systems design and development, tailored to support client requirements.

Since 1996, VERTEX has partnered with over 26 agencies to assess, design, and implement training solutions. With over 60 commendation letters, VERTEX has demonstrated its commitment to quality and exceptional customer service. VERTEX Solutions, LLC provides the following MOBIS Services:

SERVICES OFFERED	DESCRIPTION
STRATEGIC PLANNING	VERTEX facilitates strategic planning by assisting with a detailed assessment of internal and external factors affecting the organization. VERTEX assists with clarification of the mission, vision, and long-term objectives of the organization and facilitates the translation of long-term objectives into action plans with measurable goals. We advise agencies on the viability and practicality of their strategic plans based on our assessment of their mission and other support or constraint factors affecting their operation.
BUSINESS PROCESS MODELING	We assist agencies in analyzing and modifying their business processes to improve performance. First, we perform a detailed review of current policies and processes, followed by a determination of the desired future state. A gap analysis is conducted to determine if improved practices are warranted and feasible. Then we draft the associated processes, policies, business rules, roles and responsibilities for implementation.
BENCHMARKING STUDIES	VERTEX applies the Baseline Assessment methodology that we have evolved over the past several years. It consists of assessing the current state and defining the desired state across all critical program domains, including business processes, human resources, fiscal resources, organizational structure, and information systems. This is compared against multiple organization in similar or different marketplaces, as desired, to generate a solid sampling of benchmark data for analysis and reporting.
FINANCIAL PLANNING	VERTEX assists our clients in developing capital investment plans, operating budgets, cost control and containment processes and procedures, alternative costing strategies and risk assessments. VERTEX has helped our client track costs, analyze costs, and develop numerous business cases for program and technology implementations. VERTEX has also developed cost estimation and cost comparison tools to assist our clients in more effectively spending their budget resources.

SERVICES OFFERED	DESCRIPTION
ORGANIZATIONAL DEVELOPMENT	<p>VERTEX assists senior management in carrying out its strategic planning and organizational alignment with mission-critical goals and objectives. We do so by analyzing the mandates placed upon the organization. We compare the organization's internal structure and functions with the external drivers to determine how well aligned the internal operations are with the external requirements they must satisfy. Assessments of this type often lead senior management to some internal restructuring or re-assignment of responsibilities that lead to improved performance and greater customer satisfaction. These efforts have resulted in the development of strategic plans, organizational restructuring plans, program master plans, organizational roadmaps, and organizational transition plans.</p>
CHANGE LEADERSHIP	<p>Government agencies are constantly adjusting to new priorities and requirements. VERTEX assists these agencies through "edumarketing", to help employees see change positively as something that offers them an opportunity to grow. Next, VERTEX helps establish an implementation plan and communicates it to the organization so that they know what to expect and where they play a part in the changed structure. Finally, a consistent configuration management process helps to filter change ideas to only the most beneficial to the organization.</p>
STRATEGIC FACILITATION	<p>VERTEX facilitates executive leadership, management teams, steering groups, and quality management boards, in guiding human performance improvement initiatives. We facilitate process-oriented teams, including quality action and process improvement teams and functional, integrated teams. Our facilitation results in high performance teamwork; processes, and technological innovations; and develops requirements. We focus on reducing barriers, reaching consensus, and agreeing on mutually advantageous outcomes.</p> <p>VERTEX is noted for acquiring a consensus of opinion on the basic methods of improving business. We offer our clients the benefit of achieving meaningful solutions by introducing skilled facilitators who are very experienced in planning, convening, and leading group interactions to meet specific needs of our customers.</p>
ACQUISITION PLANNING	<p>We help agencies formulate efficient and effective acquisition strategies. We perform detailed analyses of current operations, business practices, and examination of alternative methods. These efforts usually commence with an assessment of the current state and definition of the desired future state that will be created through acquisition of the new program or system. Once the concept of operations can be finalized, VERTEX works with the client to determine the requirements for the acquisition project. As required, various System Development Life Cycle documents will be developed (e.g., interface and security), and culminate in the development of a statement of work or request for proposal. If desired, VERTEX will assist in the technical and cost evaluation of proposals submitted for the acquisition effort.</p>
COST BENEFIT ANALYSIS	<p>VERTEX assists our clients to assess all costs, benefits and opportunities in a formal proposal for business process improvement. Our business case will include an analysis of business process needs or problems that we see, our proposed solution, the assumptions and constraints, alternatives, life cycle costs and benefits, benefits/cost analysis, and investment risk analysis. Our business cases are OMB compliant and adhere to agency specific requirements where applicable.</p>

SERVICES OFFERED	DESCRIPTION
<p>GPRA COMPLIANCE & PERFORMANCE MEASUREMENT</p>	<p>The Government Performance and Results Act (GPRA) of 1993 is the main legislative driver for performance measurement in the Federal government. GPRA shifted the focus to a performance measurement model geared toward results and outcomes.</p> <p>VERTEX has implemented performance measurement and progress indicators in numerous Federal agencies. We examine the short-term goals and objectives that are proposed for measuring performance to ensure consistency with the organization's overall mission and strategic plan. We assist in establishing goals, track performance, measure results, and report progress to senior management.</p>
<p>RISK ANALYSIS</p>	<p>All VERTEX projects are based on performance criteria established with the client at the start of an engagement. Anything that might affect achievement of those criteria is considered risk. Assessments of program or project-related risks are based on understanding the type of risks (cost, schedule, quality, or strategic) at issue. Risks are evaluated based on both their impact to the project and their probability of occurrence.</p> <p>Contingency plans are developed to mitigate each risk. Each contingency plan identifies a triggering event that will cause the contingency to be adopted.</p>
<p>TRAINING SERVICES</p>	<p>Many federal agency training departments are lacking the resources needed to meet mission goals. VERTEX can provide customers with an onsite team of human capital and learning experts dedicated to ensuring that your organization has the capabilities and resources necessary to succeed.</p> <p>We work with our clients to ensure that they are getting the most out of their learning technologies and that their training approaches are aligned with their organizational goals. We also help our clients navigate the change that comes with incorporating new technology solutions into their traditional training approaches.</p>

VERTEX SOLUTIONS, LLC
MOBIS RELATED SIN DESCRIPTIONS

874 1 & 874 1RC -INTEGRATED CONSULTING SERVICES

Contractors shall provide expert advice, assistance, guidance or counseling in support an agency's mission-oriented business functions. Services covered by this SIN are:

- Management or strategy consulting, including research, evaluations, studies, analyses, scenarios/simulations, reports, business policy and regulation development assistance, strategy formulation, and expert witness services
- Program planning, audits, and evaluations
- Facilitation and related decision support services
- Survey services, using a variety of methodologies, including survey planning, design, and development; survey administration; data validation and analysis; reporting, and stakeholder briefings
- Advisory and assistance services in accordance with FAR 37.203

**874 4 & 874 4RC – TRAINING SERVICES: INSTRUCTOR LED TRAINING, WEB BASED TRAINING
WEB BASED TRAINING AND EDUCATION COURSES, COURSE DEVELOPMENT AND TEST
ADMINISTRATION, LEARNING MANAGEMENT, INTERNSHIPS**

Proposed professional services shall be in support of:

- Planning, creating, and/or executing testing and test administration, learning management, internship, or development of new courses or subject matter delivered via an instructor-led (i.e. traditional classroom setting or conference/seminar).
- Web-based (i.e. Internet/Intranet, software packages and computer applications) system.
- Proposed customization services are the result of planning, creating, and/or executing a proprietary format and may be priced as a flat rate or as Labor/hours using professional labor categories and systems requirements and methodology(ies) to be used should be stated.
- A customized course(s) shall include labor categories and methodology(ies) to be used.

874 7 & 874 7RC – INTEGRATED BUSINESS PROGRAM AND SUPPORT SERVICES

Contractors shall provide services to assist agencies in managing their mission-oriented business projects or programs and achieving mission performance goals. Services covered by this SIN include:

- All phases of program or project management, from planning to closeout
- Operational/administrative business support services in order to carry out program objectives

INFORMATION FOR ORDERING OFFICES

FSS SIN(s): 874 1, 874 1RC, 874 4, 874 4RC, 874 7 & 874 7RC

Contract Number: GS-10F-0151P

Contract Period: January 12, 2004 to January 11, 2019

Contractor's Name: VERTEX Solutions, LLC, d/b/a Adayana Government Group

**Contractor's Address: 3141 Fairview Park Drive, Suite 800
Falls Church, VA 22042**

Business Size: Large

Data Universal Numbering System (DUNS): 96-376-1986

Type of Contractor: C. Large Business

Woman Owned Small Business: No

Contractor's Taxpayer Identification Number (TIN): 54 1803934

CAGE Code: 1EFJ0

1a. Special Item Number(s) for this contract:

SIN	DESCRIPTION
874 1 & 874 1RC	Integrated Consulting Services
874 4 & 874 4RC	Training Services: Instructor Led Training, Web Based Training Web Based Training and Education Courses, Course Development and Test Administration, Learning Management, Internships
874 7 & 874 7RC	Integrated Business Program Support Services

1b. Identification of the lowest priced model number and lowest unit price for that model for each special item number awarded in the contract; See Labor Category Rate Chart on Page 11 of This Pricelist

1c. If the Contractor 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; See Labor Category Descriptions Chart on Page 13 of This Pricelist

- 2. Maximum Order:** The maximum dollar value per order for all services is \$1,000,000
- 3. Minimum Order:** \$100.00
- 4. Geographic Scope of Contract:** The geographic location for all labor categories are domestic delivery that includes 50 states, Washington D.C., and Puerto Rico only.
- 5. Point of Production:** See list on the last page of this Pricelist.
- 6. All prices listed reflect the net price for those services**
- 7. Quantity Discounts:** None
- 8. Prompt Payment Terms:** Net 30 Days
- 9a. Government Purchase Cards:** Are accepted at below the micro-purchase threshold.
- 9b. Government Purchase Cards:** Are accepted above the micro-purchase threshold.
- 10. Foreign Items:** Not Applicable
- 11a. Time of Delivery:** As Negotiated with Ordering Agency
- 11b. Expedited Delivery:** As Negotiated with Ordering Agency
- 11c. Overnight and 2-Day Delivery:** Not Applicable
- 11d. Urgent Requirements:** As Negotiated with Ordering Agency
- 12. F.O.B. Point(s):** Destination CONUS for Products/Services
- 13a. Contractor's Ordering Address:** VERTEX Solutions, LLC
d/b/a Adayana Government Group
3141 Fairview Park Drive, Suite 800
Falls Church, VA 22042
Attention: Debra Cardinale

- 13b. Ordering Procedures:** For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPA's), are found in Federal Regulation Acquisition (FAR) 8.405-3.
- 14. Contractor's Payment Address:** VERTEX Solutions, LLC
d/b/a Adayana Government Group
P.O. Box 311
Carmel, IN 46082
Attention: Accounts Receivable
- 15. Warranty Provision:** Not Applicable
- 16. Export Packaging Charges:** Not Applicable
- 17. Terms and Conditions of Government Purchase Card Acceptance:** Applicable and determined on a case-by case basis
- 18. Terms and Conditions of rental, maintenance and repair:** Not Applicable
- 19. Terms and Conditions of installation:** None
- 20. Terms and Conditions of repair parts indicating date of parts price lists and any discounts from list prices:** Not Applicable
- 20a. Terms and conditions for any other services:** Not Applicable
- 21. List of service and distribution points:** See the last page of this Pricelist
- 22. List of participating dealers:** Not Applicable
- 23. Preventative Maintenance:** Not Applicable
- 24a. Special attributes such as environmental attributes:** None
- 24b. SECTION 508 COMPLIANCE:** If applicable, Section 508 compliance information on the supplies and services in this contract are available in Electronic and Information Technology (EIT) at the following: www.vertexsolutionsgrp.com
- 25. Data Universal Numbering System (DUNS) Number:** 96-376-1986
- 26. VERTEX is registered with the Central Contractor Registration (CCR) Database**

ORDERING GUIDE FOR OUR CUSTOMERS

A SUMMARY OF HOW TO USE GSA SCHEDULES

This GSA Professional Services Schedule (PSS) can be easily utilized to gain access to contractors for required services. Task Orders may be put in place quickly and efficiently by the Ordering Agency Contracting Officer.

SUBPART 8.4 – FEDERAL SUPPLY SCHEDULES

Orders must comply with applicable subsections under the FAR Part 8.4 Acquisition Regulation.

FAR Part 51

Orders can now be processed under FAR Part 51 Deviations. Please review and follow FAR instructions.

Eligibility

GSA Eligibility Order 4800.2H

For more information on ordering from Federal Supply Schedules:

<http://www.gsa.gov/portal/category/100623>

ORDERING PROCEDURES FOR SERVICES

Ordering Procedures for GSA Schedules are found in FAR 8.405. For questions concerning this GSA Contact Call Debra Cardinale at dcardinale@adayana.com Phone: (888) 225-9398.

VERTEX SOLUTIONS, LLC
LABOR CATEGORY RATES

VERTEX Solutions, LLC d/b/a Adayana Government Group Special Item Number(s) 874 1, 874 1RC, 874 4, 874 4RC, 874 7 & 874 7RC, Mission Oriented Business Integrated Services (MOBIS) Related Services under PSS.

***All Rates are VERTEX Off-Site Rates. All VERTEX rates are Disaster Recovery (RC)**

MOBIS Related SINs are all (RC)	Order #	Labor Category Title	Effective Date 1/12/2016	Effective Date 1/12/2017	Effective Date 1/12/2018
874 1 & 874 7	VMOB001	Principle Consultant	\$221.89	\$226.33	\$230.86
874 1 & 874 7	VMOB002	Consultant III	\$194.58	\$198.47	\$202.44
874 1 & 874 7	VMOB003	Consultant II	\$166.47	\$169.80	\$173.19
874 1 & 874 7	VMOB004	Consultant I	\$97.77	\$99.73	\$101.72
874 1 & 874 7	VMOB005	Financial Consultant III	\$210.21	\$214.41	\$218.70
874 1 & 874 7	VMOB006	Financial Consultant II	\$157.71	\$160.87	\$164.08
874 1 & 874 7	VMOB007	Business Process Specialist	\$157.71	\$160.87	\$164.08
874 1 & 874 7	VMOB008	Project Manager III	\$157.71	\$160.87	\$164.08
874 1 & 874 7	VMOB009	Project Manager II	\$137.46	\$140.21	\$143.01
874 1 & 874 7	VMOB010	Business Facilitator III	\$157.71	\$160.87	\$164.08
874 1 & 874 7	VMOB011	Business Facilitator II	\$120.57	\$122.99	\$125.45
874 1 & 874 7	VMOB012	Training Specialist III	\$163.93	\$167.21	\$170.55
874 1 & 874 7	VMOB013	Training Specialist II	\$129.42	\$132.01	\$134.65
874 1 & 874 7	VMOB014	Training Specialist I	\$114.29	\$116.57	\$118.90
874 1 & 874 7	VMOB015	Quality Assurance Specialist	\$63.80	\$65.07	\$66.38
874 1 & 874 7	VMOB016	Principle Technical Advisor	\$224.33	\$228.82	\$233.40
874 1 & 874 7	VMOB017	Information Systems Specialist III	\$210.21	\$214.41	\$218.70
874 1 & 874 7	VMOB018	Information Systems Specialist II	\$181.18	\$184.80	\$188.50
874 1 & 874 7	VMOB019	Information Systems Specialist I	\$102.82	\$104.88	\$106.98
874 1 & 874 7	VMOB020	Database Analyst/Programmer III	\$138.60	\$141.37	\$144.20
874 1 & 874 7	VMOB021	Database Analyst/Programmer II	\$82.40	\$84.05	\$85.73
874 1 & 874 7	VMOB022	Interactive Media Specialist V	\$127.67	\$130.22	\$132.83
874 1 & 874 7	VMOB023	Interactive Media Specialist IV	\$110.08	\$112.28	\$114.52
874 1 & 874 7	VMOB024	Interactive Media Specialist III	\$98.07	\$100.03	\$102.03
874 1 & 874 7	VMOB025	Interactive Media Specialist II	\$86.47	\$88.20	\$89.96
874 1 & 874 7	VMOB026	Interactive Media Specialist I	\$81.26	\$82.88	\$84.54
874 1 & 874 7	VMOB027	Technical Writer II	\$106.55	\$108.68	\$110.85
874 1 & 874 7	VMOB028	Technical Writer I	\$95.11	\$97.02	\$98.96
874 1 & 874 7	VMOB029	Clerical/Word Processor II	\$64.31	\$65.60	\$66.91
874 1 & 874 7	VMOB030	Clerical/Word Processor I	\$53.58	\$54.65	\$55.75
MOBIS Related SINs are all (RC)	Order #	Labor Category Title	Effective Date 4/22/2016	Effective Date 1/12/2017	Effective Date 1/12/2018
874 4	VMOB031	Game Consultant	\$125.75	\$128.27	\$130.83
874 4	VMOB032	Game Artist II	\$57.55	\$58.70	\$59.88
874 4	VMOB033	Game Artist III	\$77.49	\$79.04	\$80.62
874 4	VMOB034	Game Media Specialist	\$110.32	\$112.52	\$114.77
874 4	VMOB035	Game Designer II	\$77.30	\$78.85	\$80.42
874 4	VMOB036	Game Designer III	\$128.10	\$130.66	\$133.28
874 4	VMOB037	Game Developer I	\$77.27	\$78.81	\$80.39
874 4	VMOB039	Game Developer III	\$114.96	\$117.26	\$119.61

MOBIS Related SINs are all (RC)	Order #	Labor Category Title	Effective Date 4/22/2016	Effective Date 1/12/2017	Effective Date 1/12/2018
874 4	VMOB040	Modeling/Simulation Programmer I	\$72.05	\$73.49	\$74.96
874 4	VMOB041	Modeling/Simulation Programmer II	\$113.17	\$115.43	\$117.74
874 4	VMOB042	Modeling/Simulation Programmer III	\$134.53	\$137.22	\$139.96
874 4	VMOB044	Instructor I	\$66.64	\$67.97	\$69.33
874 4	VMOB045	Instructor II	\$81.92	\$83.56	\$85.23
874 4	VMOB046	Instructor III	\$101.03	\$103.05	\$105.11
874 4	VMOB051	Instructional Designer I	\$45.82	\$46.74	\$47.67
874 4	VMOB052	Instructional Designer II	\$74.51	\$76.00	\$77.52
874 4	VMOB053	Instructional Designer III	\$124.03	\$126.51	\$129.04
874 4	VMOB054	Project Manager I	\$116.71	\$119.04	\$121.42
874 4	VMOB056	Analyst I	\$60.93	\$62.15	\$63.39

***Proposed Rates are Off-site (at VERTEX Solutions, LLC facility) only.**

Note: All non-professional labor categories must be incidental to and used solely to support MOBIS related services under this PSS contract, and cannot be purchased separately.

For additional information please contact Debra Cardinale at the VERTEX Solutions, LLC GSA Technical Assistance Department at: (888) 225-9398, Email: dcardinale@adavana.com; or Fax (312) 275-7339.

See Labor Category Descriptions that Follow

VERTEX SOLUTIONS, LLC SCA MATRIX

VERTEX Solutions, LLC d/b/a Adayana Government Group has reviewed our proposal for potential SCA Categories and has provided our findings below in the SCA Matrix. We have only listed the applicable labor categories in the SCA Matrix, as most of our employees are determined to be professional categories and are not applicable or do not correlate with a category listed in the Wage Determination (WD) chart.

SCA MATRIX:

ELIGIBLE CONTRACT LABOR CATEGORY	SCA EQUIVALENT CODE & TITLE	WD NUMBER
VMOB029 Clerical / Word Processor II	01613 Word Processor III	2005-2103
VMOB030 Clerical / Word Processor I	01612 Word Processor II	2005-2103

"The Service Contract Act (SCA) is applicable to this contract and it includes SCA applicable labor categories. The prices for the indicated (***) SCA labor categories are based on the U.S. Department of Labor Wage Determination Number(s) identified in the SCA matrix. The prices offered are based on the preponderance of where work is performed and should the contractor perform in an area with lower SCA rates, resulting in lower wages being paid, the task order prices will be discounted accordingly."

VERTEX SOLUTIONS, LLC LABOR CATEGORY DESCRIPTIONS

Order #	Labor Category Title	Experience	Education	Functional Responsibilities
VMOB001	Principle Consultant	15 years	Masters Degree	Possesses experience and ability to analysis problems and provide the solutions to difficult and complex organizational and management problems to a client's industry or technology. Makes decisions and recommendations that are recognized as authoritative within area of expertise and have impact on extensive scientific activities. Initiates and maintains extensive contacts with key professionals and officials of other organizations, requiring skill in persuasion and negotiation of critical issues. Responsible for supervising scientific design on several mediums to large projects or for a single major project. He/she shall be responsible for project planning, project leadership, technical leadership and analysis activities. In addition, experience in project planning and data modeling is required. Must demonstrate experience in ensuring that tasks are completed on time, within budget, and meet requirement(s). Experience in managing the preparation and documentation of comprehensive reports, which present findings. Demonstrates creativity, foresight, and mature judgment in anticipating and solving management problems, determining program of objectives. Keeps abreast of new scientific methods and developments affecting the organization for the purpose of recommending changes in emphasis of programs or new programs warranted by such developments. Ten years of project-related experience may be substituted for a degree.
VMOB002	Consultant III	10 years	Bachelors Degree	Makes recommendations that are recognized as authoritative within MOBIS areas of expertise and have impact on extensive project activities. Supports key professionals and officials of other organizations, requiring skill in persuasion and negotiation of critical issues. In an advisory capacity plans, develops, coordinates, and advises on a number of large and important management issues or initiatives of major scope and importance. Demonstrates experience, creativity, foresight, and judgment in showing others how to solve unprecedented problems, and recommending a program of objectives and recommendations that can lead to major changes to achieve overall organizational and management objectives. In addition, experience in project planning is required. Experience includes relevant experience in, integration and evaluation development of client agency programs, policies, management documentation, logistics support, and program planning and budgeting systems. Experience includes relevant experience in decision support systems, transformation of organizations, strategic, business and organization planning, summary development planning, and customer requirement analysis. The incumbent requires experience in a relevant field of study, usually the physical, social, or management sciences. Such fields include economics, business finance, business administration, policy science, engineering management, decision systems, or management information. Four years of project-related experience may be substituted for a degree.

Order #	Labor Category Title	Experience	Education	Functional Responsibilities
VMOB003	Consultant II	5 years	Bachelors Degree	Makes recommendations that are recognized as authoritative within area of expertise and has impact on extensive MOBIS activities. Supports key professionals and officials of other organizations, requiring skill in persuasion and negotiation of critical issues. In an advisory capacity plans, develops, coordinates, and advises on a number of large and important projects or a project of major scope and importance. Demonstrates experience, creativity, foresight, and judgment in teaching others how to anticipate and solve unprecedented problems by recommending a program of objectives that can lead to major changes to achieve overall objectives. In addition, experience in project planning is required. Experience in managing the preparation and documentation of comprehensive reports, which present findings. Experience includes relevant experience in decision support systems, transformation of organizations, strategic, business and organization planning, summary development planning, and customer requirement analysis. The incumbent requires experience in a relevant field of study, usually the physical, social, or management sciences. Such fields include economics, business finance, business administration, policy science, engineering management, decision systems, or management information. Four years of project-related experience may be substituted for a degree.
VMOB004	Consultant I	1 year	Bachelors Degree	Makes recommendations that are recognized as authoritative within area of expertise and has impact on project activities. Supports key professionals and officials of other organizations, requiring skill in persuasion and negotiation of critical issues. In an advisory capacity plans, develops, coordinates, and advises on projects. Demonstrates experience, creativity, foresight, and judgment in anticipating and solving unprecedented problems, and recommending a program of objectives and recommends changes to achieve overall objectives. Experience in managing the preparation and documentation of reports, which present findings. Experience includes relevant experience in decision support systems, transformation of organizations, strategic, business and organization planning, summary development planning, and customer requirement analysis. The incumbent requires experience in a relevant field of study, usually the physical, social, or management sciences. Such fields include economics, business finance, business administration, policy science, engineering management, decision systems, or management information. Four years of project-related experience may be substituted for a degree.
VMOB005	Financial Consultant III	15 years	Bachelors Degree	Provides executive corporate level expertise to evaluate and solve multifaceted and multidisciplinary project-related problems with an emphasis on process and financial business matters. Recognized as an expert in some aspect of financial planning and management core competencies. Provides guidance on interagency/interdepartmental projects to customer agency leaders and department heads. May perform as high-level subject matter expert on project-related matters as related to assessing regulatory compliance and potential impact on the customer s established procedures, organizational culture, or regulatory authority, financial controls and business case. The incumbent requires experience in a relevant field of study, usually the physical, social, or management sciences. Such fields include economics, business finance, business administration, policy science, engineering management, decision systems, or management information. Four years of project-related experience may be substituted for a degree.

Order #	Labor Category Title	Experience	Education	Functional Responsibilities
VMOB006	Financial Consultant II	5 years	Bachelors Degree	Provides expertise to evaluate and solve multifaceted and multidisciplinary project-related problems with an emphasis on process and financial business matters. Recognized as an expert on in some aspect of financial planning and management core competencies. Provide guidance on interagency/interdepartmental projects to customer agency leaders and department heads. May perform as high-level subject matter expert on project-related matters as related to assessing regulatory compliance and potential impact on the customer established procedures, organizational culture, or regulatory authority, financial controls and business case. The incumbent requires experience in a relevant field of study, usually the physical, social, or management sciences. Such fields include economics, business finance, business administration, policy science, engineering management, decision systems, or management information. Four years of project-related experience may be substituted for a degree.
VMOB007	Business Process Specialist	10 years	Bachelors Degree	Provides facilitation, organization, and communication services during a management consulting engagement. The ability to understand IT decisions and their implications on business process is crucial. Must be versed in organizational change management and apply necessary measures in order to achieve buy-in. This position is key to developing PWS and Most Efficient Organizational (MEO) structures. Four years of project-related experience may be substituted for a degree.
VMOB008	Project Manager III	15 years	Masters Degree	Responsible for the overall success of a wide range of projects of varying levels of complexity involving business consulting. Directs, controls, administers, and regulates a project to develop business consulting services. Serves as a single point of contact and interfaces with all areas affected by the project including end users, computer services, and client services. Duties include, but are not limited to; refining requirements, coordinating projects, developing plans and schedules, managing resources, obtaining business approvals, estimating costs, creating and tracking project budgets, providing technical direction for a complete business systems development effort (through each phase of the Project Life Cycle), developing specifications and risk management plans, tracking identified risks, providing technical and analytical guidance to project team. Four years of project-related experience may be substituted for a degree.
VMOB009	Project Manager II	5 Years	Bachelors Degree	Responsible for the overall success of a wide range of projects of varying levels of complexity involving business consulting. Directs, controls, administers, and regulates a project to develop business consulting services. Serves as a single point of contact and interfaces with all areas affected by the project including end users, computer services, and client services. Duties include, but are not limited to; refining requirements, coordinating projects, developing plans and schedules, managing resources, obtaining business approvals, estimating costs, creating and tracking project budgets, providing technical direction for a complete business systems development effort (through each phase of the Project Life Cycle), developing specifications and risk management plans, tracking identified risks, providing technical and analytical guidance to project team. Four years of project-related experience may be substituted for a degree.
VMOB010	Business Facilitator III	15 years	Bachelors Degree	Assumes executive level position, providing large group facilitation, problem solving and dispute resolution. Manages and leads conference facilitation teams. Four years of project-related experience may be substituted for a degree.
VMOB011	Business Facilitator II	5 years	Bachelors Degree	Possesses experience Providing large group facilitation, problem solving and dispute resolution. Manages conference facilitation teams. Four years of project-related experience may be substituted for a degree.

Order #	Labor Category Title	Experience	Education	Functional Responsibilities
VMOB012	Training Specialist III	10 years	Bachelors Degree	Designs, develops, presents and updates training packages that may include classroom courses, Computer Based Training (CBT), web-based instruction, performance support, Interactive Video Teletraining (IVT) workshops, exercises and seminars. Prepares detailed specifications for training programs. Four years of project-related experience may be substituted for a degree.
VMOB013	Training Specialist II	5 years	Bachelors Degree	Designs, develops, presents and updates training packages that may include classroom courses, Computer Based Training (CBT), web-based instruction, performance support, Interactive Video Teletraining (IVT) workshops, exercises and seminars. Prepares detailed specifications for training programs. Four years of project-related experience may be substituted for a degree.
VMOB014	Training Specialist I	1 year	Bachelors Degree	Designs, develops, presents and updates training packages that may include classroom courses, Computer Based Training (CBT), web-based instruction, performance support, Interactive Video Teletraining (IVT) workshops, exercises and seminars. Prepares detailed specifications for training programs. Four years of project-related experience may be substituted for a degree.
VMOB015	Quality Assurance Specialist	10 years	Bachelors Degree	Assumes responsibility for development of project Software and/or Systems Quality Assurance Plan and the implementation of procedures that conforms to the requirements of the contract. Responsible for verifying that each functional component of the project follows a defined process, which is in conformance with contractual requirements. Reports findings to project staff, line management of the organization, and the customer, as appropriate. Provides an independent assessment of how the project's development process is being implemented relative to the defined process and recommends methods to optimize the organization's process. Four years of project-related experience may be substituted for a degree.
VMOB016	Principle Technical Advisor	15 years	Bachelors Degree	Plans technical architecture for the business environment. Maps business requirements to products. Develops architecture strategy to support business goals. Designs technology architecture. Provides product overview and component strategy. Designs the planning process and approach. Provides networking and communication services. Provides network design features and goals. Validates architecture for validity and performance. Develops, implements, and validates security requirements. Conducts pilot testing and develops written documentation to support the system. Performs data analyses and planning. Performs capacity planning. Performs job function analyses. Plans and designs Internet and Intranet web sites. Conducts TCO analysis, Requirements Analysis (RA), and Business Case Analysis (BCA). Prepares business case plans or other required documentation to support the findings and recommendations. Conducts business process re-engineering analysis, workflow analysis, quality assurance reviews, and other technical and business related studies. Prepares required plans and other required documentation to support the findings and recommendations. Four years of project-related experience may be substituted for a degree.

Order #	Labor Category Title	Experience	Education	Functional Responsibilities
VMOB017	Information Systems Specialist III	10 years	Bachelors Degree	Provides information systems consulting services for various operating systems, COTS software, and OEM systems software that run on any server/network. Responsibilities include, but are not limited to: Providing advisory services for the installation/implementation of new releases and manufacturer-provided maintenance. Monitors and provides consultation services for software and management tools. Researches, analyzes, and resolves problems related to the specified environment. Researches, analyzes, provides recommendations for, and performs systems enhancements, systems tuning, performance improvements, and process improvements, and performs evaluations on hardware, software, operations, and scheduling that impact system operation and performance. Analyzes software on the server/network to identify potential problem areas before problems surface. Reviews applications running with software on the server/network to better understand the processing that takes place. Provides solutions to problems that occur on the server/network. Provides information to management, as requested and/or on a regular basis, related to processing on the server/network. Reviews, monitors, sets-up or performs restart and recovery procedures, to include data, transaction, and system recoveries. Writes, executes, and analyzes benchmark programs to test proposed new hardware or software features. Quantifies processing capacity/performance for both present and proposed utilization. Develops capacity projections for processing capability, data transmission, and data storage to ensure future customer's needs are met in a timely manner. Four years of project-related experience may be substituted for a degree.
VMOB018	Information Systems Specialist II	5 years	Bachelors Degree	Provides information systems consulting services for various operating systems, COTS software, and OEM systems software that run on any server/network. Responsibilities include, but are not limited to: Providing advisory services for the installation/implementation of new releases and manufacturer-provided maintenance. Monitors and provides consultation services for software and management tools. Researches, analyzes, and resolves problems related to the specified environment. Researches, analyzes, provides recommendations for, and performs systems enhancements, systems tuning, performance improvements, and process improvements, and performs evaluations on hardware, software, operations, and scheduling that impact system operation and performance. Analyzes software on the server/network to identify potential problem areas before problems surface. Reviews applications running with software on the server/network to better understand the processing that takes place. Provides solutions to problems that occur on the server/network. Provides information to management, as requested and/or on a regular basis, related to processing on the server/network. Reviews, monitors, sets-up or performs restart and recovery procedures, to include data, transaction, and system recoveries. Writes, executes, and analyzes benchmark programs to test proposed new hardware or software features. Quantifies processing capacity/performance for both present and proposed utilization. Develops capacity projections for processing capability, data transmission, and data storage to ensure future customer's needs are met in a timely manner. Four years of project-related experience may be substituted for a degree.

Order #	Labor Category Title	Experience	Education	Functional Responsibilities
VMOB019	Information Systems Specialist I	1 year	Bachelors Degree	Provides information systems consulting services for various operating systems, COTS software, and OEM systems software that run on any server/network. Responsibilities include, but are not limited to: Providing advisory services for the installation/implementation of new releases and manufacturer-provided maintenance. Monitors and provides consultation services for software and management tools. Researches, analyzes, and resolves problems related to the specified environment. Researches, analyzes, provides recommendations for, and performs systems enhancements, systems tuning, performance improvements, and process improvements, and performs evaluations on hardware, software, operations, and scheduling that impact system operation and performance. Analyzes software on the server/network to identify potential problem areas before problems surface. Reviews applications running with software on the server/network to better understand the processing that takes place. Provides solutions to problems that occur on the server/network. Provides information to management, as requested and/or on a regular basis, related to processing on the server/network. Reviews, monitors, sets-up or performs restart and recovery procedures, to include data, transaction, and system recoveries. Writes, executes, and analyzes benchmark programs to test proposed new hardware or software features. Quantifies processing capacity/performance for both present and proposed utilization Develops capacity projections for processing capability, data transmission, and data storage to ensure future customer's needs are met in a timely manner. Four years of project-related experience may be substituted for a degree.
VMOB020	Database Analyst / Programmer III	10 years	Bachelors Degree	Provides leadership role for consulting services for the design, implementation, and maintenance of complex database applications in support of the business consulting engagements. Performs analysis and makes recommendations with respect to access methods, access time, device allocation, validation checks, organization, protection and security, documentation, and statistical methods. Directs advisory services for the maintenance of database dictionaries, overall monitoring of standards and procedures, and integration of systems through database design. Four years of project-related experience may be substituted for a degree.
VMOB021	Database Analyst / Programmer II	5 years	Bachelors Degree	Provides consulting services for the design, implementation, and maintenance of complex database applications in support of the business consulting engagements. Performs analysis and makes recommendations with respect to access methods, access time, device allocation, validation checks, organization, protection and security, documentation, and statistical methods. Performs advisory services for the maintenance of database dictionaries, overall monitoring of standards and procedures, and integration of systems through database design. Four years of project-related experience may be substituted for a degree.
VMOB022	Interactive Media Specialist V	12 years	Bachelors Degree	Provides consulting services for the development of graphic design, content elements, and the associated software integration code to support business engagements, which require multimedia solutions. Reviews and provide professional advise for the implementation of software code (such as HTML, CGI, and JavaScript). Provides consulting services for the operation of a broad range of computer graphic systems such as desktop publishing, CAD, GIS, HTML and multimedia development tools. Special expertise and experience using certain types of software tools or developing significantly more complex content may qualify as additional years of general multimedia experience. Four years of project-related experience may be substituted for a degree.

Order #	Labor Category Title	Experience	Education	Functional Responsibilities
VMOB023	Interactive Media Specialist IV	9 years	Bachelors Degree	Provides consulting services for the development of graphic design, content elements, and the associated software integration code to support business engagements, which require multimedia solutions. Reviews and provide professional advise for the implementation of software code (such as HTML, CGI, and JavaScript). Provides consulting services for the operation of a broad range of computer graphic systems such as desktop publishing, CAD, GIS, HTML and multimedia development tools. Special expertise and experience using certain types of software tools or developing significantly more complex content may qualify as additional years of general multimedia experience. Four years of project-related experience may be substituted for a degree.
VMOB024	Interactive Media Specialist III	6 years	Bachelors Degree	Provides consulting services for the development of graphic design, content elements, and the associated software integration code to support business engagements, which require multimedia solutions. Reviews and provide professional advise for the implementation of software code (such as HTML, CGI, and JavaScript). Provides consulting services for the operation of a broad range of computer graphic systems such as desktop publishing, CAD, GIS, HTML and multimedia development tools. Special expertise and experience using certain types of software tools or developing significantly more complex content may qualify as additional years of general multimedia experience. Four years of project-related experience may be substituted for a degree.
VMOB025	Interactive Media Specialist II	3 years	Bachelors Degree	Provides consulting services for the development of graphic design, content elements, and the associated software integration code to support business engagements, which require multimedia solutions. Reviews and provide professional advise for the implementation of software code (such as HTML, CGI, and JavaScript). Provides consulting services for the operation of a broad range of computer graphic systems such as desktop publishing, CAD, GIS, HTML and multimedia development tools. Special expertise and experience using certain types of software tools or developing significantly more complex content may qualify as additional years of general multimedia experience. Four years of project-related experience may be substituted for a degree.
VMOB026	Interactive Media Specialist I	1 year	Bachelors Degree	Provides consulting services for the development of graphic design, content elements, and the associated software integration code to support business engagements, which require multimedia solutions. Reviews and provide professional advise for the implementation of software code (such as HTML, CGI, and JavaScript). Provides consulting services for the operation of a broad range of computer graphic systems such as desktop publishing, CAD, GIS, HTML and multimedia development tools. Special expertise and experience using certain types of software tools or developing significantly more complex content may qualify as additional years of general multimedia experience. Four years of project-related experience may be substituted for a degree.
VMOB027	Technical Writer II	5 years	Bachelors Degree	Develops, writes and edits material for reports, manuals, briefs, instruction books, catalogs and related technical and administrative publications concerned with work methods and procedures, installation, operation and maintenance of computers and other equipment or documents involving specialized government programs. Organizes material and completes writing assignments according to set standards regarding order, clarity, conciseness, style and terminology. Reviews published materials and recommends revisions or changes in scope, format and content. May write speeches, articles or public relations' releases. May edit, standardize or make changes to material prepared by other writers. May specialize in writing material regarding work methods and procedures. Four years of project-related experience may be substituted for a degree.

Order #	Labor Category Title	Experience	Education	Functional Responsibilities
VMOB028	Technical Writer I	1 year	Bachelors Degree	Develops, writes and edits material for reports, manuals, briefs, instruction books, catalogs and related technical and administrative publications concerned with work methods and procedures, installation, operation and maintenance of computers and other equipment or documents involving specialized government programs. Organizes material and completes writing assignments according to set standards regarding order, clarity, conciseness, style and terminology. Reviews published materials and recommends revisions or changes in scope, format and content. May write speeches, articles or public relations' releases. May edit, standardize or make changes to material prepared by other writers. May specialize in writing material regarding work methods and procedures. Four years of project-related experience may be substituted for a degree.
VMOB029	Clerical/Word Processor II	5 years	HS Diploma	Performs activities such as include typing, word processing, transcription, graphics presentation, filing, reproduction and office equipment operation. Applies familiarity with specialized and technical terminology to edit, proofread and correct spelling, grammar and phraseology. Uses automated systems, such as word processing equipment, personal computers or work stations linked to a larger computer or local area network to produce a variety of documents such as correspondence, memos, publications, forms, reports, tables graphs, charts and viewgraphs. May also perform routine clerical tasks, such as operating copiers, filing, answering telephones and sorting and distributing mail.
VMOB030	Clerical/Word Processor I	1 year	HS Diploma	Performs activities such as include typing, word processing, transcription, graphics presentation, filing, reproduction and office equipment operation. Applies familiarity with specialized and technical terminology to edit, proofread and correct spelling, grammar and phraseology. Uses automated systems, such as word processing equipment, personal computers or work stations linked to a larger computer or local area network to produce a variety of documents such as correspondence, memos, publications, forms, reports, tables graphs, charts and viewgraphs. May also perform routine clerical tasks, such as operating copiers, filing, answering telephones and sorting and distributing mail.
VMOB031	Game Consultant	3 years	Bachelors Degree	Makes recommendations that are recognized as authoritative within the area of immersive learning and interactive courseware. Collaborates with stakeholders on analysis, design, development, implementation and evaluation of training solutions, as well as managing the preparation and documentation of reports, which presents findings. Technical experience in 3D modeling and animation, virtual reality, augmented reality as well as standard mobile-based learning, and computer based learning solutions. The incumbent requires experience in a relevant field of study, usually the physical, social, or management sciences. Such fields include economics, business finance, business administration, policy science, engineering management, decision systems, or management information. Four years of project-related experience may be substituted for a degree.

Order #	Labor Category Title	Experience	Education	Functional Responsibilities
VMOB032	Game Artist II	4 years	Bachelors Degree	Supports the development and fun factor of online gaming as well as interactive courseware. Models and textures visual assets for real-time environments. Creates high-quality 2D/3D assets for use in animation. Creates innovative graphics for fun and appealing games. Designs and produces appealing and user-friendly games, environments and interfaces. Plans and defines all elements and components of a game, including the setting, structure, rules, story flow, characters, objects, and peripherals available to the characters. Produces artwork within technical and design parameters. Establishes, maintains, and enhances relationships with internal creative resources and clients. Creates and maintains detailed, up-to-date specs, project plans, and other design documents. Brings new and innovative gaming ideas to the project team. Experience in game development modeling and texturing environments using 3DS Max and Photoshop (or equivalent 3D and 2D programs). Possesses superior eye for light, shade, color and detail in creating texture maps. Exceptional understanding of form, shape, structure, and silhouette in regard to modeling. Skill in one or more of the related creation tasks - illustration, modeling, texturing, animation, concept drawing. Strong foundation in the traditional arts, including but not limited to figure drawing and/or environmental and/or architectural illustration. Proficiency with editors such as Unity3D, UnrealED, Source, QERadiant, or CryTek's Sandbox engine is a plus. Prior work experience on a shipped AAA PC or console titles as an environment artist.
VMOB033	Game Artist III	9 years	Bachelors Degree	Supports the development and fun factor of online gaming as well as interactive courseware. Models and textures visual assets for real-time environments. Creates high-quality 2D/3D assets for use in animation. Creates innovative graphics for fun and appealing games. Designs and produces appealing and user-friendly games, environments and interfaces. Plans and defines all elements and components of a game, including the setting, structure, rules, story flow, characters, objects, and peripherals available to the characters. Produces artwork within technical and design parameters. Establishes, maintains, and enhances relationships with internal creative resources and clients. Creates and maintains detailed, up-to-date specs, project plans, and other design documents. Brings new and innovative gaming ideas to the project team. Experience in game development modeling and texturing environments using 3DS Max and Photoshop (or equivalent 3D and 2D programs). Possesses superior eye for light, shade, color and detail in creating texture maps. Exceptional understanding of form, shape, structure, and silhouette in regard to modeling. Skill in one or more of the related creation tasks - illustration, modeling, texturing, animation, concept drawing. Strong foundation in the traditional arts, including but not limited to figure drawing and/or environmental and/or architectural illustration. Proficiency with editors such as Unity3D, UnrealED, Source, QERadiant, or CryTek's Sandbox engine is a plus. Prior work experience on a shipped AAA PC or console titles as an environment artist.
VMOB034	Game Media Specialist	3 year	Bachelors Degree	Provides consulting services for the development of graphic design, content elements, and associated software integration for immersive learning and interactive courseware products. Coordinate with client project managers and subject matter experts to ensure that final products achieve the intended learning and business objectives Provides consulting services for the operation of a broad range of instructional gaming and simulation, mobile learning, and electronic performance support systems. Special expertise and experience using certain types of immersive learning, animation, and 3D modeling applications, or developing significantly more complex content may qualify as additional years of experience. Four years of project-related experience may be substituted for a degree.

Order #	Labor Category Title	Experience	Education	Functional Responsibilities
VMOB035	Game Designer II	5 years	Bachelors Degree	<p>Designs engaging and effective immersive learning products, using sound Instructional Design principles and adult learning methodologies. Products may include simulations, instructional GameWare, mobile learning products and electronic performance support systems (EPSS). Research content using web, client-supplied, and company provided materials, or gathering of quantitative and qualitative data. Conduct subject matter expert interviews. Participate in the design and implementation of Graphical user interfaces, logic, and content for immersive learning products. Proof and edit content ensuring document logic, accuracy, and appropriate tone for audience and language consistency. Ensure product conformance to project requirements. Assist with identification and sourcing of graphics and model assets. Create learning scenarios. Write audio, video, and animation scripts including character dialog. Create and maintain detailed, up-to-date specs, asset lists, and other design documents. Design effective learning activities that accomplish learning objectives. Create and maintain detailed storyboards or other programming instructions. Coordinate with client project managers and subject matter experts to ensure that final products achieve the intended learning and business objectives. Designs and implements formative and summative evaluation strategies. Experience designing electronic learning programs. Ability to develop / edit content according to specific client needs. Passion for games and ability to articulate that passion clearly and analytically. Some knowledge base of console and PC games. Demonstrated experience in working in environments which require managing personal responsibilities in a time sensitive situation.</p>
VMOB036	Game Designer III	10 years	Bachelors Degree	<p>Designs engaging and effective immersive learning products, using sound Instructional Design principles and adult learning methodologies. Products may include simulations, instructional GameWare, mobile learning products and electronic performance support systems (EPSS). Research content using web, client-supplied, and company provided materials, or gathering of quantitative and qualitative data. Conduct subject matter expert interviews. Participate in the design and implementation of Graphical user interfaces, logic, and content for immersive learning products. Proof and edit content ensuring document logic, accuracy, and appropriate tone for audience and language consistency. Ensure product conformance to project requirements. Assist with identification and sourcing of graphics and model assets. Create learning scenarios. Write audio, video, and animation scripts including character dialog. Create and maintain detailed, up-to-date specs, asset lists, and other design documents. Design effective learning activities that accomplish learning objectives. Create and maintain detailed storyboards or other programming instructions. Coordinate with client project managers and subject matter experts to ensure that final products achieve the intended learning and business objectives. Designs and implements formative and summative evaluation strategies. Experience designing electronic learning programs. Ability to develop / edit content according to specific client needs. Passion for games and ability to articulate that passion clearly and analytically. Some knowledge base of console and PC games. Demonstrated experience in working in environments which require managing personal responsibilities in a time sensitive situation.</p>

Order #	Labor Category Title	Experience	Education	Functional Responsibilities
VMOB037	Game Developer I	1 years	Bachelors Degree	<p>Skilled in using the dynamic programming tools and languages that fuel games and simulations and has an in-depth understanding of the software development lifecycle and ability to communicate project status, issues, and resolutions. Build and integrate interactive games and simulations, applications, and services for both internal and public sites. Ensure functionality and usability by developing Web applications and testing them on various browsers, enhancing and modifying them as necessary to ensure the best experience for the user. Architect game and simulation sites, design data-driven applications, and find efficient client-server solutions. Control full life-cycle development, from initial design through implementation and support; meet project tasks and objectives. Write functional and design specifications for game and simulation applications. Create and implement game and simulation sites. Create and monitor Web applications for clients and servers. Code, test, and support database-driven Web applications. Work with the technical lead on designing new and innovative solutions. Experience with JavaScript application development; building web applications for mobile touchscreen-based devices; developing in C/C++ and/or Java within Linux and Windows; Drupal; Moodle; and Subversion (svn). Expertise in DHTML, DOM scripting, CSS, possessing strong SQL skills; and ability to envision and explain how technology can be used to improve processes in new and innovative ways. Past experience in courseware development; OpenLayers API, and building web apps with at least one major commercial mapping API (Google, Bing, etc.) is a plus.</p>
VMOB039	Game Developer III	10 years	Bachelors Degree	<p>Skilled in using the dynamic programming tools and languages that fuel games and simulations and has an in-depth understanding of the software development lifecycle and ability to communicate project status, issues, and resolutions. Build and integrate interactive games and simulations, applications, and services for both internal and public sites. Ensure functionality and usability by developing Web applications and testing them on various browsers, enhancing and modifying them as necessary to ensure the best experience for the user. Architect game and simulation sites, design data-driven applications, and find efficient client-server solutions. Control full life-cycle development, from initial design through implementation and support; meet project tasks and objectives. Write functional and design specifications for game and simulation applications. Create and implement game and simulation sites. Create and monitor Web applications for clients and servers. Code, test, and support database-driven Web applications. Work with the technical lead on designing new and innovative solutions. Experience with JavaScript application development; building web applications for mobile touchscreen-based devices; developing in C/C++ and/or Java within Linux and Windows; Drupal; Moodle; and Subversion (svn). Expertise in DHTML, DOM scripting, CSS, possessing strong SQL skills; and ability to envision and explain how technology can be used to improve processes in new and innovative ways. Past experience in courseware development; OpenLayers API, and building web apps with at least one major commercial mapping API (Google, Bing, etc.) is a plus.</p>

Order #	Labor Category Title	Experience	Education	Functional Responsibilities
VMOB040	Modeling/Simulation Programmer I	1 year	Bachelors Degree	Develop models, simulation scenarios, and serious games in support of a variety of applications including: warfighter training, homeland security analysis and training, equipment training, culture training, and more. Support the development and maintenance of databases for various models. Develop highly detailed simulation database scenarios for various models. Integrate disparate models by developing interfaces and a common simulation framework. Follow full life-cycle development methodology, from initial design through implementation and support. Consult, design, program and implement templates, tools, and processes to allow for rapid development of models using current and emerging development technologies. Envision and explain how technology can be used to improve processes in new and innovative ways. Experience developing in C/C++ and/or Java within Linux and Windows. Possess strong SQL skills. Demonstrated ability to develop plans, execute, assess, and adjust, evaluate, and report with little supervision. Experience in software development with a strong understanding of the software development life cycle process. Excellent leadership, time management and interpersonal skills. Past experience in the field of Modeling & Simulation, game development, group facilitation and presentation, Joint Integrated Mission Model (JIMM), and OneSaf. Ability to write/prepare operational orders, plans, mission support requests, field reports, etc.
VMOB041	Modeling/Simulation Programmer II	5 years	Bachelors Degree	Develop models, simulation scenarios, and serious games in support of a variety of applications including: warfighter training, homeland security analysis and training, equipment training, culture training, and more. Support the development and maintenance of databases for various models. Develop highly detailed simulation database scenarios for various models. Integrate disparate models by developing interfaces and a common simulation framework. Follow full life-cycle development methodology, from initial design through implementation and support. Consult, design, program and implement templates, tools, and processes to allow for rapid development of models using current and emerging development technologies. Envision and explain how technology can be used to improve processes in new and innovative ways. Experience developing in C/C++ and/or Java within Linux and Windows. Possess strong SQL skills. Demonstrated ability to develop plans, execute, assess, and adjust, evaluate, and report with little supervision. Experience in software development with a strong understanding of the software development life cycle process. Excellent leadership, time management and interpersonal skills. Past experience in the field of Modeling & Simulation, game development, group facilitation and presentation, Joint Integrated Mission Model (JIMM), and OneSaf. Ability to write/prepare operational orders, plans, mission support requests, field reports, etc.

Order #	Labor Category Title	Experience	Education	Functional Responsibilities
VMOB042	Modeling/Simulation Programmer III	10 years	Bachelors Degree	Develop models, simulation scenarios, and serious games in support of a variety of applications including: warfighter training, homeland security analysis and training, equipment training, culture training, and more. Support the development and maintenance of databases for various models. Develop highly detailed simulation database scenarios for various models. Integrate disparate models by developing interfaces and a common simulation framework. Follow full life-cycle development methodology, from initial design through implementation and support. Consult, design, program and implement templates, tools, and processes to allow for rapid development of models using current and emerging development technologies. Envision and explain how technology can be used to improve processes in new and innovative ways. Experience developing in C/C++ and/or Java within Linux and Windows. Possess strong SQL skills. Demonstrated ability to develop plans, execute, assess, and adjust, evaluate, and report with little supervision. Experience in software development with a strong understanding of the software development life cycle process. Excellent leadership, time management and interpersonal skills. Past experience in the field of Modeling & Simulation, game development, group facilitation and presentation, Joint Integrated Mission Model (JIMM), and OneSaf. Ability to write/prepare operational orders, plans, mission support requests, field reports, etc.
VMOB044	Instructor I	1 year	Bachelors Degree	Delivers instructional content for client organizations in a classroom or an alternative learning environment, such as a synchronous or asynchronous Web-based learning environment. Develops curricula and modular training courses. Delivers technical or non-technical training. Employs multiple training delivery methodologies to meet project-specific requirements, such as lecture, case study, gaming, simulation, and facilitated discussion. Leverages considerable instructional skills training and implements adult learning theory into interactive, participant-centered methodologies. Provides daily supervision and direction to other trainers and serves as lead for a team of trainers responsible for a course, curriculum, or subject-matter area.
VMOB045	Instructor II	5 years	Bachelors Degree	Delivers instructional content for client organizations in a classroom or an alternative learning environment, such as a synchronous or asynchronous Web-based learning environment. Develops curricula and modular training courses. Delivers technical or non-technical training. Employs multiple training delivery methodologies to meet project-specific requirements, such as lecture, case study, gaming, simulation, and facilitated discussion. Leverages considerable instructional skills training and implements adult learning theory into interactive, participant-centered methodologies. Provides daily supervision and direction to other trainers and serves as lead for a team of trainers responsible for a course, curriculum, or subject-matter area.
VMOB046	Instructor III	10 years	Masters Degree	Delivers instructional content for client organizations in a classroom or an alternative learning environment, such as a synchronous or asynchronous Web-based learning environment. Develops curricula and modular training courses. Delivers technical or non-technical training. Employs multiple training delivery methodologies to meet project-specific requirements, such as lecture, case study, gaming, simulation, and facilitated discussion. Leverages considerable instructional skills training and implements adult learning theory into interactive, participant-centered methodologies. Provides daily supervision and direction to other trainers and serves as lead for a team of trainers responsible for a course, curriculum, or subject-matter area.

Order #	Labor Category Title	Experience	Education	Functional Responsibilities
VMOB051	Instructional Designer I	1 year	Bachelors Degree	Creates engaging and effective customized learning products, using sound Instructional Design principles and adult learning methodologies. These products may include instructor-led training, Web-based courseware, simulations, instructional GameWare, mobile learning products, electronic performance support systems (EPSS) and blended learning solutions. Researches course content using Web, client-supplied, and company provided materials, or gathers quantitative and qualitative data. Conducts subject matter expert interviews. Participates in the design and implementation of graphical user interfaces, logic, and content Web based and immersive learning products. Ensures document logic, accuracy, appropriate tone for audience and language consistency. Assists with identification and sourcing of graphics and model assets. Creates detailed content outlines, create learning scenarios. Writes audio, video, and animation scripts including character dialog. Creates and maintains detailed, up-to-date specs, asset lists, and other design documents. Designs effective learning activities that accomplish learning objectives. Creates and maintains detailed storyboards or other programming instructions. Coordinates with client project managers and subject matter experts to ensure that final products achieve the intended learning and business objectives. Designs and implements formative and summative evaluation strategies.
VMOB052	Instructional Designer II	2 years	Bachelors Degree	Creates engaging and effective customized learning products, using sound Instructional Design principles and adult learning methodologies. These products may include instructor-led training, Web-based courseware, simulations, instructional GameWare, mobile learning products, electronic performance support systems (EPSS) and blended learning solutions. Researches course content using Web, client-supplied, and company provided materials, or gathers quantitative and qualitative data. Conducts subject matter expert interviews. Participates in the design and implementation of graphical user interfaces, logic, and content Web based and immersive learning products. Ensures document logic, accuracy, appropriate tone for audience and language consistency. Assists with identification and sourcing of graphics and model assets. Creates detailed content outlines, create learning scenarios. Writes audio, video, and animation scripts including character dialog. Creates and maintains detailed, up-to-date specs, asset lists, and other design documents. Designs effective learning activities that accomplish learning objectives. Creates and maintains detailed storyboards or other programming instructions. Coordinates with client project managers and subject matter experts to ensure that final products achieve the intended learning and business objectives. Designs and implements formative and summative evaluation strategies.

Order #	Labor Category Title	Experience	Education	Functional Responsibilities
VMOB053	Instructional Designer III	5 years	Bachelors Degree	Creates engaging and effective customized learning products, using sound Instructional Design principles and adult learning methodologies. These products may include instructor-led training, Web-based courseware, simulations, instructional GameWare, mobile learning products, electronic performance support systems (EPSS) and blended learning solutions. Researches course content using Web, client-supplied, and company provided materials, or gathers quantitative and qualitative data. Conducts subject matter expert interviews. Participates in the design and implementation of graphical user interfaces, logic, and content Web based and immersive learning products. Ensures document logic, accuracy, appropriate tone for audience and language consistency. Assists with identification and sourcing of graphics and model assets. Creates detailed content outlines, create learning scenarios. Writes audio, video, and animation scripts including character dialog. Creates and maintains detailed, up-to-date specs, asset lists, and other design documents. Designs effective learning activities that accomplish learning objectives. Creates and maintains detailed storyboards or other programming instructions. Coordinates with client project managers and subject matter experts to ensure that final products achieve the intended learning and business objectives. Designs and implements formative and summative evaluation strategies.
VMOB054	Project Manager I	2 years	Bachelors Degree	Responsible for leadership and overall success of projects with varying levels of complexity. Directs, controls, administers, and regulates a project to develop business consulting services. Serves as a single point of contact and interfaces with all areas affected by the project including end users, computer services, and client services. Duties include, but are not limited to; refining requirements, coordinating projects, developing plans and schedules, managing resources, obtaining business approvals, estimating costs, creating and tracking project budgets, providing technical direction for a complete business systems development effort (through each phase of the Project Life Cycle), developing specifications and risk management plans, tracking identified risks, providing technical and analytical guidance to project team.
VMOB056	Analyst I	1 year	Bachelors Degree	Applies analytical and functional business improvements to support client solutions. Analyzes data, develops processes for storing and manipulating information, and prepares research findings. Develops analytical models and spreadsheets to facilitate financial or operational analysis. Documents , assesses and improves processes. Support implementation of corrective action plans and or similar responsibilities. Provide project integration support. Supports the preparation and implementation of meetings, workshops and focus groups and documents results

EDUCATION AND EXPERIENCE REQUIREMENTS EQUIVALENCY SUBSTITUTION TABLE

VERTEX Solutions, LLC (d/b/a ADAYANA Government Group) will provide only people who meet or exceed the minimum qualifications within the labor category descriptions stated herein. VERTEX Solutions, LLC (d/b/a ADAYANA Government Group) labor categories provide for substituting experience for minimum education requirements and substituting educational degrees for years of experience. These substitutions are allowed for all VERTEX Solutions, LLC (d/b/a ADAYANA Government Group) labor categories unless specified in the description.

Allowable Substitutions

The table below presents the allowable substitutions based on the education and experience of the labor categories in the Pricelist. Experience should be professional and job related, however it does not have to be specific to the project to be accomplished.

DEGREE	DEGREE AND EXPERIENCE & EDUCATION SUBSTITUTIONS	RELATED CERTIFICATION SUBSTITUTIONS
	In general, where it is not stated, the following experience table may be substituted for not having the required degree, unless otherwise specified in the job description.	
Associate's	2 years relevant experience	Trade/Vocational School or Technical Training or Military Training in relevant field
Bachelor's	Associate's + 4 years relevant experience 6 years relevant experience	Professional or Industry Standard Technical Certification in a relevant field. (e.g. MCSE, CCNP, CNA, CNE)
Master's	Bachelor's + 4 years relevant experience Associate's + 8 years relevant experience 10 years relevant experience	Professional License [e.g. Professional Engineer, Registered Communications Distribution Designer (RCDD), Certified Professional Logistician (CPL)]
Doctorate	Master's + 4 years relevant experience Bachelor's + 8 years relevant experience 14 years relevant experience	

**USA COMMITMENT TO PROMOTE
SMALL BUSINESS PARTICIPATION
PROCUREMENT PROGRAMS**

PREAMBLE

VERTEX Solutions, LLC provides commercial products and services to the Federal Government. We are committed to promoting participation of small, small disadvantaged and women-owned small businesses in our contracts. We pledge to provide opportunities to the small business community through reselling opportunities, mentor-protégé programs, joint ventures, teaming arrangements, and subcontracting.

COMMITMENT

To actively seek and partner with small businesses.

To identify, qualify, mentor and develop small, small disadvantaged and women-owned small businesses by purchasing from these businesses whenever practical.

To develop and promote company policy initiatives that demonstrate our support for awarding contracts and subcontracts to small business concerns.

To undertake significant efforts to determine the potential of small, small disadvantaged and women-owned small business to supply products and services to our company.

To insure procurement opportunities are designed to permit the maximum possible participation of small, small disadvantaged, and women-owned small businesses.

To attend business opportunity workshops, minority business enterprise seminars, trade fairs, procurement conferences, etc., to identify and increase small businesses with whom to partner.

To publicize in our marketing publications our interest in meeting small businesses that may be interested in subcontracting opportunities.

We signify our commitment to work in partnership with small, small disadvantaged and women-owned small businesses to promote and increase their participation in Federal Government contracts. To accelerate potential opportunities please contact Debra Cardinale at VERTEX Solutions, LLC (888) 225-9398, dcardinale@adayana.com; Fax (312) 275-7339.

**BEST VALUE
BLANKET PURCHASE AGREEMENT
FEDERAL SUPPLY SCHEDULE**

(Insert Customer Name)

In the spirit of the Federal Acquisition Streamlining Act
_____(Agency)_____ and _____(Contractor)_____ enter into a cooperative agreement to further reduce the administrative costs of acquiring commercial items from the General Services Administration (GSA) Federal Supply Schedule Contract(s) _____.

Federal Supply Schedule contract BPAs eliminate contracting and open market costs such as: search for sources; the development of technical documents, solicitations and the evaluation of offers. Teaming Arrangements are permitted with Federal Supply Schedule Contractors in accordance with Federal Acquisition Regulation (FAR) 9.6.

This BPA will further decrease costs, reduce paperwork, and save time by eliminating the need for repetitive, individual purchases from the schedule contract. The end result is to create a purchasing mechanism for the **Government that works better and costs less.**

Signatures

AGENCY

DATE

CONTRACTOR

DATE

BPA NUMBER _____

**(CUSTOMER NAME)
BLANKET PURCHASE AGREEMENT**

Pursuant to GSA Federal Supply Schedule Contract Number(s) _____, Blanket Purchase Agreements, the Contractor agrees to the following terms of a Blanket Purchase Agreement (BPA) EXCLUSIVELY WITH (Ordering Agency):

(1) The following contract items can be ordered under this BPA. All orders placed against this BPA are subject to the terms and conditions of the contract, except as noted below:

MODEL NUMBER/PART NUMBER	*SPECIAL BPA DISCOUNT/PRICE
_____	_____
_____	_____

(2) Delivery:

DESTINATION	DELIVERY SCHEDULE/DATES
_____	_____
_____	_____

(3) The Government estimates, but does not guarantee, that the volume of purchases through this agreement will be _____.

(4) This BPA does not obligate any funds.

(5) This BPA expires on _____ or at the end of the contract period, whichever is earlier.

(6) The following office(s) is hereby authorized to place orders under this BPA:

OFFICE	POINT OF CONTACT
_____	_____
_____	_____

(7) Orders will be placed against this BPA via Electronic Data Interchange (EDI), FAX, or paper.

(8) Unless otherwise agreed to, all deliveries under this BPA must be accompanied by delivery tickets or sales slips that must contain the following information as a minimum:

- (a) Name of Contractor;
- (b) Contract Number;
- (c) BPA Number;
- (d) Model Number or National Stock Number (NSN);
- (e) Task/Delivery Order Number;
- (f) Date of Purchase;
- (g) Quantity, Unit Price, and Extension of Each Item (unit prices and extensions need not be shown when incompatible with the use of automated systems; provided, that the invoice is itemized to show the information); and
- (h) Date of Shipment.

(9) The requirements of a proper invoice are specified in the Federal Supply Schedule contract. Invoices will be submitted to the address specified within the task/delivery order transmission issued against this BPA.

(10) The terms and conditions included in this BPA apply to all purchases made pursuant to it. In the event of an inconsistency between the provisions of this BPA and the Contractor's invoice, the provisions of this BPA will take precedence.

BASIC GUIDELINES FOR USING “CONTRACTOR TEAM ARRANGEMENTS”

Federal Supply Schedule Contractors may use “Contractor Team Arrangements” (see FAR 9.6) to provide solutions when responding to a customer agency requirements.

These Team Arrangements can be included under a Blanket Purchase Agreement (BPA). BPAs are permitted under all Federal Supply Schedule contracts.

Orders under a Team Arrangement are subject to terms and conditions of the Federal Supply Schedule Contract.

Participation in a Team Arrangement is limited to Federal Supply Schedule Contractors.

Customers should refer to FAR 9.6 for specific details on Team Arrangements.

Here is a general outline on how it works:

- The customer identifies their requirements.
- Federal Supply Schedule Contractors may individually meet the customers needs, or -
- Federal Supply Schedule Contractors may individually submit a Schedules “Team Solution” to meet the customer’s requirement.
- Customers make a best value selection.

SALES AND SERVICE POINTS



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Fairfax County

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