GENERAL SERVICES ADMINISTRATION
FEDERAL SUPPLY SERVICE
AUTHORIZED FEDERAL SUPPLY SCHEDULE PRICE LIST

MULTIPLE AWARD SCHEDULE (MAS)
FEDERAL SUPPLY GROUPS: PROFESSIONAL SERVICES / INFORMATION TECHNOLOGY

Advanced Decision Vectors, LLC
5270 Shawnee Rd Suite 104,
Alexandria, VA 22312-2380
Contract Administrator: David Harris
Email: david.harris@advancedvllc.com
Phone: (571) 205-2056
Website: www.advancedvllc.com

Business Size: Small, Disadvantaged, 8(a) Business

Contract Number:
GS-10F-171AA

Period Covered by Contract:
May 14, 2013 through May 13, 2023

Pricelist current through modification # PS-0038 effective January 27, 2022

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: GSAAvantage.gov. For more information on ordering from Federal Supply Schedules go to the GSA Schedules page at GSA.gov.
INFORMATION FOR ORDERING ACTIVITIES
APPLICABLE TO ALL SPECIAL ITEM NUMBERS

1a. Table of Awarded Special Item Number(s) with appropriate cross-reference to page numbers:
541611 (Management and Financial Consulting, Acquisition and Grants Management Support, and
Business Program and Project Management Services); 561611 (Background Investigation Services);
611430 (Professional and Management Development Training); OLM (Order-Level Materials);
54151S (Information Technology Professional Services); 518210C (Cloud and Cloud-Related IT
Professional Services); ANCILLARY (Ancillary Supplies and 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 attached pricelist

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. See attached pricelist

2. Maximum Order: $1,000,000 (SINs 541611, 561611, & 611430); $500,000 (SIN 54151S,
518210C); $250,000 (OLM & ANCILLARY)

3. Minimum Order: $100.00

4. Geographic Coverage (delivery Area): Worldwide

5. Point(s) of production: Same as company address

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

7. Quantity discounts: SIN 54151S - 0.5% over $200,000; 1.0% over $250,000; 2.0% over $500,000

8. Prompt payment terms: 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): None

10a. Time of Delivery (Contractor insert number of days): Specified at the Task Order Level

10b. Expedited Delivery: Contact Contractor

10c. Overnight and 2-day delivery. The Contractor will indicate whether overnight and 2-day delivery
are 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 effect a
faster delivery: Contact Contractor
11. F.O.B Points(s): Destination

12a. Ordering Address: Same as company address

12b. Ordering procedures: For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPA’s) are found in Federal Acquisition Regulation (FAR) 8.405-3.

13. Payment address: Same as company address

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

22b. 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/. N/A

23. Unique Entity Identifier (UEI) number: DUNS 831666859; UEI CNCTMKPZ3796

24. Advanced Decision Vectors, LLC is registered in the System for Award Management (SAM) database. CAGE Code: 5T5T7
PROFESSIONAL SERVICES LABOR CATEGORY DESCRIPTIONS

Commercial Job Title: Investigative Psychologist III
**Minimum Technical Qualifications and Experience:** Minimum of ten years of experience in providing training and facilitation to various project teams based on curriculum.
**Functional Responsibility:** Provide analytical advice, guidance and assessments on the tasks authorized concerning mission areas within a broad range of national security, operational, and investigative requirements, including counterintelligence (CI) investigations and operations, counterterrorism, source operations, criminal investigations, human factors, analysis, research, training, and personnel support activities. Coordinate and monitor presentations for mission, exercises, experiments, associated conferences and briefings in accordance with directives. Work with management regarding the effective development of unit training, documentation and innovation programs.
**Minimum Education:** Doctoral Degree in Arts or Science

Commercial Job Title: Ops Intel Analyst III
**Minimum Technical Qualifications and Experience:** Minimum of five years of experience in providing training and facilitation to various project teams based on curriculum.
**Functional Responsibility:** Provide analytical advice, guidance and assessments on the tasks authorized concerning mission areas within a broad range of national security, operational, and investigative requirements, including counterintelligence (CI) investigations and operations, counterterrorism, source operations, criminal investigations, human factors, analysis, research, training, and personnel support activities. Coordinate and monitor presentations for mission, exercises, experiments, associated conferences and briefings in accordance with directives. Work with management regarding the effective development of unit training, documentation and innovation programs.
**Minimum Education:** Master’s Degree in Arts, or Science

Commercial Job Title: Trainer/Facilitator II
**Minimum Technical Qualifications and Experience:** Minimum of five years of experience in providing training and facilitation to various project teams.
**Functional Responsibility:** Applies knowledge of leading edge organizational and behavioral management techniques. Specializes in the areas of: Human Resources Planning and Analysis, Organization Development, Strategic Planning and Analysis, Team Building, SWOT, and other similar methods and tools. Able to analyze organizations using proven methods and techniques, prepare surveys, interview management level personnel and report out on findings. Evaluates organizational behavior and recommends improvements in human resource management. Designs training programs, seminars and forums and conducts teambuilding sessions to assist organizations run more effectively.
**Minimum Education:** Bachelor’s degree in Arts, Science, or Business Administration

Commercial Job Title: Trainer/Facilitator I
**Minimum Technical Qualifications and Experience:** Minimum of two years of experience in providing training and facilitation to various project teams.
**Functional Responsibility:** Conduct work-shops and training services and assist with problem resolution in analyzing organizational and management issues, establishing improvement initiatives, and outlining planning activities. Develops and or updates training materials to reflect changes to policy, procedures, and other guidance provided by units or organizations as needed.
Minimum Education: Bachelor’s degree in Arts, Science, or Business Administration

**Commercial Job Title: Training Coordinator II**
*Minimum Technical Qualifications and Experience:* Minimum of two years of experience in providing training and instruction to various project teams.
*Functional Responsibility:* Assists in collecting and organizing information required for preparation of procedural manuals, training materials, directives, guides, proposals, and other reports and deliverables in support of management, organizational and business improvement efforts. Edits procedural manuals, training materials, directives, guides, proposals, special reports, or any other client deliverables and documents.
*Minimum Education:* High School Diploma

**Commercial Job Title: Training Coordinator I**
*Minimum Technical Qualifications and Experience:* Entry Level
*Functional Responsibility:* Provides administrative type support to training and management personnel. To include, project administration, documentation planning, program management support, meeting and event planning and administration, mail services, records administration, and data input. Copying, fax, and other day-to-day administrative functions as assigned.
*Minimum Education:* High School Diploma

**Commercial Job Title: Policy Analyst**
*Minimum Technical Qualifications and Experience:* Minimum of five years of policy experience
*Functional Responsibility:* Provides analytical support and basic direction in areas such as policy formulation or analysis, program evaluation and assessment, strategic and business planning, and operations research and analysis. Makes recommendations for policy, program, or process improvement and communicates these recommendations clearly to upper-level management and support staff.
*Minimum Education:* Bachelor’s degree.

**Commercial Job Title: Contract Closeout Manager**
*Minimum Technical Qualifications and Experience:* Minimum of four years of experience in providing contract administration to various project teams.
*Functional Responsibility:* Directs functional area analyses; to include financial evaluations and recommendations relating to contract completion, compiles data and coordinates resources needed for agency procurement close-out. Conducts cost analysis, market research, processes de-obligation modifications, and drafts contract close-out letters. Develops metrics and coordinates with project manager and client to endure requirements are satisfied.
*Minimum Education:* Bachelor’s degree in Law, Management, Finance or Business Administration.

**Commercial Job Title: Budget Analyst**
*Minimum Technical Qualifications and Experience:* Minimum of two years of experience in providing financial or budget support to various project teams.
*Functional Responsibility:* Follows statutory requirements to assist in the budget formulation, execution, analysis, problem resolution, program build briefings, and development of budget descriptions and
justification. This includes the preparation of reports, briefings, and supporting documentation of findings and travel fund sites.

Minimum Education: Bachelor’s degree in Finance, Accounting or Business Administration.

**Commercial Job Title: Senior Consultant**
Minimum **Technical Qualifications and Experience**: Eight years of Government or private sector technical assessment experience in managing, directing, and implementing programs.

Functional **Responsibility**: Researches and analyzes complex issues surrounding the processes and systems of an organization. Individual makes recommendations surrounding improving processes, efficiency and practices. Familiar with a variety of industry practices, policies, and procedures. Relies on extensive experience and judgment to plan and accomplish customer goals. Performs a variety of tasks simultaneously and may lead and direct the work of others. A wide degree of creativity and latitude is expected.

Minimum Education: Bachelor’s degree in related field.

**Commercial Job Title: Program Investigation and Inspection Specialist**
Minimum **Technical Qualifications and Experience**: Minimum of five years of experience in providing detailed investigative support to various project teams.

Functional **Responsibility**: Conducts criminal and civil investigations relating to programs and operations supported by federal, state, and local agencies. Conduct background information requests, document retrieval, analysis, and exploitation. Researches case files and documents findings, performs data verification and validation on all document sources. Performs data control functions on designated computer systems and software applications.

Minimum Education: Bachelor’s degree in Criminal Justice, Science, or Business Administration.

**Commercial Job Title: Senior Management Consultant**
Minimum **Technical Qualifications and Experience**: Five years of Government or private sector technical experience.

Functional **Responsibility**: Provides high-level analysis and expertise for work described in the program/task. Provides advance technical knowledge and analysis of a highly specialized area and operational environment, high-level functional analysis, documentation, training, and or implementation advice on complex problems which require a high level knowledge of the program. Participates in all levels of development and provides guidance and direction for the improvement, modification, and re-designing of business processes, policies and procedures. Directs the composition or composes and finalizes documentation.

Minimum Education: Bachelor’s degree in related field.

**Commercial Job Title: Program Analysis and Assessment Consultant**
Minimum **Technical Qualifications and Experience**: Minimum of five years of experience in providing Government or private sector technical assessment experience.

Functional **Responsibility**: Researches and analyzes basic issues surrounding the processes and systems of an organization. Personnel make recommendations surrounding improving processes, efficiency and practices. Familiar with a variety of industry practices, policies, and procedures. Relies on experience and judgment to plan and accomplish customer goals.

Minimum Education: Bachelor’s degree in related field.

**Commercial Job Title: Publication Director**
Minimum **Technical Qualifications and Experience**: Eight years of Government or private sector management of technical writing and publication editing teams.
Functional Responsibility: Directs and develops, functional project teams conducting publication layout, writing, editing, story boarding, graphics support, system specifications, user's manuals, special reports, or any other customer deliverables and documents or information security related documents.
Minimum Education: Bachelor’s degree in Arts, Science, or Business Administration.

Commercial Job Title: Senior Writer
Minimum Technical Qualifications and Experience: Five years of Government or private sector technical writing.
Functional Responsibility: Plans and conducts work assignments as directed by the Project Manager. Individual is responsible for providing senior level leadership to subordinate staff personnel. Responsible for writing or editing of work assignment deliverables including review for accuracy, consistency, readability, grammar, spelling, punctuation, sentence and paragraph construction, and usage of acronyms. Is responsible for understanding and writing for the intended audience of the document. Often will be required to gather material from numerous authors and rewrite it so that it has one voice. Resolves customer comments on draft versions
Minimum Education: Bachelor’s degree in related field.

Commercial Job Title: Publication Editor
Minimum Technical Qualifications and Experience: Five years of Government or private sector management of technical writing and publication editing teams.
Functional Responsibility: Directs and develops, functional project teams conducting publication layout, writing, editing, story boarding, graphics support, system specifications, user's manuals, special reports, or any other customer deliverables and documents or information security related documents.
Minimum Education: Bachelor’s degree in Arts, Science, or Business Administration.

Commercial Job Title: Program Manager
Minimum Technical Qualifications and Experience: Five years of Government or private sector experience in managing large complex projects, programs, contracts, funds, and resources (or group of projects, contracts, funds, and resources).
Functional Responsibility: Duties may include contract management, program management, and interfacing with the customer. The Program Manager serves as the single contract manager and is the authorized interface with the Government’s Contracting Officers Representative (COR), other Government management personnel, and customer agency representatives. The Program Manager is responsible for formulating and enforcing work standards, assigning contractor schedules, and communicating policies, purposes, and goals to subordinates and subcontractors. He or she is responsible for the overall contract performance and manages the business and process consulting projects and support operations that may include multiple projects. Is responsible for timely delivery of our business process consulting services falling under MOBIS Schedule contract, on time and within budget. The Program Manager organizes resources to support multiple simultaneous projects and manages the execution of multiple concurrent projects on time and within budget. is responsible for the overall management of the specific task order(s) and ensuring that the schedules in the task order are implemented in a timely manner. Uses tools like MS Project, and MS Office to plan projects, and develop and present status reports.
Minimum Education: Bachelor’s degree in related field

Commercial Job Title: Records Management
Minimum Technical Qualifications and Experience: Minimum of four years of experience in providing document retention and control to various project teams.
Functional Responsibility: Establishes records management policies and procedures, provides records management training, and conducts records audits. Has experience managing all aspects of the records
management life cycle. Develops work plans, and leads teams of records analysts in the preparation of file
audits and records schedules under the direction of technical staff. Personnel perform documentation and
information retrieval from documentation archives, management systems or databases.
Minimum Education: Bachelor’s degree in Engineering, Science, or Business Administration.

**Commercial Job Title: Project Administrative Assistant**

Minimum Technical Qualifications and Experience: Minimum of two years of experience in providing
administrative support to various project teams.

Functional Responsibility: Provide Administrative support to our project teams on various business
consulting projects. Administrative tasks include documentation, editing, version control, and setting up
conference calls, travel support, and development of low-level project reports. Works closely with the
Program Manager as well as individual Project Managers to ensure that their projects’ staffing needs are
met on an ongoing basis. Responsible for implementing recruitment, benefits, retention, and reporting
policies to ensure that all programs and projects are implemented without any disruptions owing to staff
attrition.

Minimum Education: High School Diploma.

### ADVANCED DECISION VECTORS LLC - Substitution Chart (GS-10F-171AA)

<table>
<thead>
<tr>
<th>Labor Category</th>
<th>Min Edu</th>
<th>Min Exp</th>
<th>PhD</th>
<th>Masters</th>
<th>Bachelors</th>
<th>Associate</th>
<th>High School</th>
</tr>
</thead>
<tbody>
<tr>
<td>Policy Analyst</td>
<td>Bachelors</td>
<td>5</td>
<td></td>
<td></td>
<td>7</td>
<td>9</td>
<td></td>
</tr>
<tr>
<td>Contract Closeout Manager</td>
<td>Bachelors</td>
<td>4</td>
<td></td>
<td></td>
<td>6</td>
<td>8</td>
<td></td>
</tr>
<tr>
<td>Budget Analyst</td>
<td>Bachelors</td>
<td>2</td>
<td></td>
<td></td>
<td>4</td>
<td>6</td>
<td></td>
</tr>
<tr>
<td>Sr. Consultant</td>
<td>Bachelors</td>
<td>8</td>
<td></td>
<td></td>
<td>10</td>
<td>12</td>
<td></td>
</tr>
<tr>
<td>Program Investigation &amp; Inspection Spl.</td>
<td>Bachelors</td>
<td>5</td>
<td></td>
<td></td>
<td>7</td>
<td>9</td>
<td></td>
</tr>
<tr>
<td>Senior Management Consultant</td>
<td>Bachelors</td>
<td>5</td>
<td></td>
<td></td>
<td>7</td>
<td>9</td>
<td></td>
</tr>
<tr>
<td>Program Analysis and Assessment Consultant</td>
<td>Bachelors</td>
<td>5</td>
<td></td>
<td></td>
<td>7</td>
<td>9</td>
<td></td>
</tr>
<tr>
<td>Publication Director</td>
<td>Bachelors</td>
<td>8</td>
<td></td>
<td></td>
<td>10</td>
<td>12</td>
<td></td>
</tr>
<tr>
<td>Senior Writer</td>
<td>Bachelors</td>
<td>5</td>
<td></td>
<td></td>
<td>7</td>
<td>9</td>
<td></td>
</tr>
<tr>
<td>Publication Editor</td>
<td>Bachelors</td>
<td>5</td>
<td></td>
<td></td>
<td>7</td>
<td>9</td>
<td></td>
</tr>
<tr>
<td>Program Manager</td>
<td>Bachelors</td>
<td>5</td>
<td></td>
<td></td>
<td>7</td>
<td>9</td>
<td></td>
</tr>
<tr>
<td>Records Management</td>
<td>Bachelors</td>
<td>4</td>
<td></td>
<td></td>
<td>6</td>
<td>8</td>
<td></td>
</tr>
<tr>
<td>Project Administrative Assistant</td>
<td>High School</td>
<td>2</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Investigative Psychologist III</td>
<td>PhD</td>
<td>10</td>
<td>13</td>
<td>15</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Ops Intel Analyst III</td>
<td>Masters</td>
<td>5</td>
<td></td>
<td></td>
<td>7</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Trainer/Facilitator II</td>
<td>Bachelors</td>
<td>5</td>
<td></td>
<td></td>
<td>7</td>
<td>9</td>
<td></td>
</tr>
<tr>
<td>Trainer/Facilitator I</td>
<td>Bachelors</td>
<td>2</td>
<td></td>
<td></td>
<td>4</td>
<td>6</td>
<td></td>
</tr>
<tr>
<td>Training Coordinator II</td>
<td>High School</td>
<td>2</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Training Coordinator I</td>
<td>High</td>
<td>0</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
INFORMATION TECHNOLOGY LABOR CATEGORY DESCRIPTIONS

Configuration Change Control Specialist

Duties:
- Provides advice regarding change control and release management activities needed to develop, facilitate and implement a standard, integrated change management program.
- Responsible for development of communication and change management information and materials to facilitate selection, control, implementation, and evaluation of organizations initiatives.
- Provide change control and release management activities for infrastructure and application projects.

Education:
BS/BA degree (or equivalent) in a related area.

Experience:
6+ years of experience in the field or in a related area.

Enterprise Architect I

Duties:
- Develops and maintains assigned enterprise architecture project and takes project from planning through final delivery.
- Interfaces with all areas affected by the project including end users, computer services, and client services.
- Defines project scope and objectives and develops detailed work plans, schedules, project estimates, resource plans, and status reports.
- Conducts project meetings and is responsible for project tracking and analysis.
- Provides technical and analytical guidance to enterprise architecture team.
- Directs and participates in high-level enterprise architecture analysis, evaluation, design, integration, documentation, and development.
- Applies high-level business and technical principles and methods to very difficult technical problems to arrive at creative engineering solutions.
- Recommends and takes action to direct the analysis and solutions of problems.
- Support the development of the Strategic Plan and Architecture Planning Guide, and EA Roadmap.
- Develop the architecture to support customer requirements and ensure compatibility.

Education:
BS/BA degree in computer science, information systems, engineering, or a related field (or equivalent).

**Experience:**
5 years of experience in related field.

**Enterprise Architect IV**

**Duties:**
- Performs as an Enterprise Architect.
- Leads and directs large teams with diverse functional and technical disciplines to include enterprise architects, systems engineers, business analysts, and network engineers.
- Works directly with senior executives of the enterprise to consult, coach, and advise on strategy, business alignment, enterprise architecture, information technology solutions, and the associated impact on the organization and its stakeholders.
- Leads a group of engineers, architects, and analysts and ensures adherence to quality standards and reviews enterprise architecture deliverables.
- Leads resolution of highly complex problems and tasks, selling new ideas and concepts in support of operational goals and objectives.
- Provides technical and analytical leadership and guidance to enterprise architecture team.
- Integrates and translates complex concepts into tactical action plans.
- Directs high-level enterprise architecture analysis, evaluation, design, integration, documentation, and development.

**Education:**
BS/BA degree in computer science, information systems, engineering, or a related field (or equivalent).

**Experience:**
8 years of experience in related field along with industry certifications.

**IT Specialist**

**Duties:**
- Creates user information solutions by developing, implementing, and maintaining Internet/intranet applications; leading team of developers.
- Designs and develops user interfaces to Internet/intranet applications by setting expectations and features priorities throughout development life cycle; determining design methodologies and tool sets; completing programming using languages and software products; designing and conducting tests.
• Completes applications development by coordinating requirements, schedules, and activities; contributing to team meetings; troubleshooting development and production problems across multiple environments and operating platforms.
• Supports users by developing documentation and assistance tools.
• Experience in the analysis and design of business applications including data base management experience and use of Java, Oracle, C++, Python, Perl, SAS, and PHP programming languages.

Education:
BS/BA degree computer science, software engineering (or equivalent) and related industry certifications.

Experience:
4 years of experience in related field.

IT Specialist – Developer

Duties:
• Designs and builds web pages using a variety of graphics software applications, techniques, and tools.
• Designs and develops user interface features, site animation, and special-effects elements.
• Contributes to the design group's efforts to enhance the look and feel of the organization's online offerings.
• Designs the website to support the organization's strategies and goals relative to external communications.
• Performs all procedures necessary to ensure the safety of the organization's website and transactions across the Internet/intranet.
• Applies Internet firewall technologies to maintain security.
• Ensures that the user community understands and adheres to necessary procedures to maintain security.
• Updates and deletes users, monitors and performs follow-up on compliance violations, and develops security policies, practices, and guidelines.
• Experience in the analysis and design of business applications including data base management experience and use of Java, C++, Python, Perl, and PHP programming languages.

Education:
BS/BA degree in computer science, software engineering (or equivalent) and related industry certifications.

Experience:
5 years of experience in related field.
System Administrator

Duties:
- Installs new software releases, system upgrades, evaluates and installs patches and resolves software related problems.
- Performs system backups and recovery.
- Maintains data files and monitors system configuration to ensure data integrity.
- Relies on limited experience and judgment to plan and accomplish goals.
- Performs a variety of tasks.
- Works under general supervision; typically reports to a project leader or manager.
- A certain degree of creativity and latitude is required.
- Familiar with standard concepts, practices, and procedures within a particular field.
- Provide server and user administration support for Linux and Windows based platforms.

Education:
BS/BA degree in a related area (or equivalent).

Experience:
4 to 6 years of experience in the field or in a related area.

Test Engineer

Duties:
- Evaluate, recommend, and implement automated test tools and strategies.
- Design, implement, and conduct test and evaluation procedures to ensure system requirements are met.
- Develop, maintain, and upgrade automated test scripts and architectures for application products.
- Write, implement, and report status for system test cases for testing.
- Analyze test cases and provide regular progress reports.
- Serve as subject matter specialist providing testing know-how for the support of user requirements of complex to highly complex software/hardware applications.
- Direct and/or participate in all phases of risk management assessments and software/hardware development with emphasis on analysis of user requirements, test design and test tools selection.
- Determine functional and cross-functional requirements and document specific functional requirements.

Education:
BS/BA degree (or equivalent) and related industry certifications.

Experience:
5 years of experience in a related field.

Help Desk Specialist

Duties:
- Provide phone, email, web, and in-person support to users in the areas of e-mail, directories, computer operating systems, desktop applications for all types of computer systems, and applications developed or deployed.
- Serve as the first point of contact for troubleshooting hardware/software, all types of computer systems (PC and Mac), and printer problems.

Education:
AS/AA degree (or equivalent) and related industry certifications.

Experience:
2 years of experience in related field.

Database Administrator II

Duties:
- Assists to design and build relational databases for data storage or processing.
- Develops strategies for warehouse implementation, data acquisition, and archive recovery.
- Cleans and maintains the database by removing and deleting old data.
- May evaluate new data sources for adherence to the organization's quality standards and ease of integration.
- Familiar with standard concepts, practices, and procedures within a particular field.
- Relies on limited experience and judgment to plan and accomplish goals.
- Works under general supervision.
- Support for Oracle, SQL Server, and NOSQL database management platforms.

Education:
BS/BA degree in management information systems (MIS) or a computer-related field (or equivalent).

Experience:
3 years of experience in related field.

IT Technical Writer/Editor

Duties:
- 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.

Education:
BS/BA degree (or equivalent) and related industry certifications.

Experience:
2 years of experience in a related field.

IT Customer Experience Designer

Duties:
- Conceptualize, design and develop the pathway into a user’s experience.
- Direct teams on best user experience practices by setting out guidelines for use throughout the development phase.
- Provide relevant insight into human behavior in order to shape customer experience.
- Articulate highly data driven decisions, and serve as a champion of user experience work with designers.
- Support the development of strategy to bring the vision of an integrated customer experience together.
- Define customer experience journeys.
- Engage in customer studies and surveys.
- Define, evaluate, and quantify the feasibility of customer experience projects.
- Describe the solutions in design documents (wire frames, functional specifications, storyboards, etc.) that will guide production.
- Improve existing testing methodologies while incorporating novel techniques to improve best practices.
- Experience in development and deployment of enhancements or new applications and technology for both internal and external customers.

Education:
BS/BA degree or formal training in design, related industry certifications.

Experience:
6 years of experience in a related field.
IT Knowledge Management Specialist

Duties:
- Assists in the design, development, and implementation of Knowledge Management (KM) strategies.
- Apply expertise in KM tools and deploy information management and content management strategies and experience.
- Comprehend and recognize key barriers to KM behavioral change and develop effective change management programs.
- Analyze business processes, interview stakeholders, and evaluate strategic and IT plans to develop KM programs.
- Develop KM governance structures and processes for implementing KM programs and systems and provide consulting thought leadership on current best practices in KM, portal design, and intellectual capital and content management.
- Experience in the design and implementation of collaborative knowledge management systems, e.g., SharePoint, Huddle, and Google Docs.

Education:
BS/BA degree in a related area (or equivalent).

Experience:
5 years of experience.

Security Analyst

Duties:
- Implements security controls, performs ongoing maintenance, prevents, detects, analyzes, and responds to security incidents.
- Conducts risk vulnerability assessments of planned and installed information systems to identify vulnerabilities, rules, and protection needs.
- Develops and standardizes processes and procedures to ensure IT security programs are integrated and coordinated among the organizations.
- Develops intuitive reports provided status of such analysis status.
- Analyzes and evaluates the proposed IT security initiatives.
- May lead and direct the work of others.

Education:
BS/BA degree in appropriate field (or equivalent).

Experience:
6 years of experience.

IT Administrative Professional

Duties:
- Performs administrative, project assistance, and administrative support on Information Technology projects.
- Duties may be confidential and require comprehensive knowledge of the organization's policies and operations.
- Responsibilities require discretion, judgment, tact and poise. Incumbent may have considerable latitude and flexibility in carrying out assigned tasks. Supports word processing, desktop publishing, editing, filing, graphics, and quality assurance. Provides full range of administrative support duties. Highly proficient with a variety of software applications, e.g. word processors, spreadsheets, graphics, etc.

Education:
Associate’s degree in appropriate field (or equivalent).

Experience:
2 years of experience.

Technical Business Analyst I

Duties:
- Reviews, analyzes, and evaluates information technology business systems and user needs. Formulates systems to parallel overall business strategies and technology objectives.
- Has knowledge of commonly-used concepts, practices, and procedures within the IT field. Relies on instructions and pre-established guidelines to perform the functions of the job. Works under immediate supervision.

Education:
Bachelor’s Degree in an information technology related field.

Experience:
2 years

Technical Business Analyst II

Duties:
- Reviews, analyzes, and evaluates information technology business systems and user needs. Formulates systems to parallel overall business strategies and technology objectives.
• Writes detailed technical description of user needs, program functions, and steps required to develop or modify computer programs.
• Familiar with relational database concepts, and client-server concepts.
• Performs a variety of IT related tasks. Works under general supervision; typically reports to a project leader or manager.

Education:
Bachelor’s Degree in an information technology related field.

Experience:
4 years

Technical Business Analyst III

Duties:
• Reviews, analyzes, and evaluates information technology business systems and user needs. Formulates systems to parallel overall business strategies and technology objectives.
• Writes detailed description of user needs, program functions, and steps required to develop or modify computer programs.
• Familiar with relational database concepts, and client-server concepts.
• Relies on experience and judgment to plan and accomplish goals. Performs a variety of complicated IT tasks.

Education:
Bachelor’s Degree in an information technology related field.

Experience:
6 years

IT Project Manager I

Duties:
• Responsible for all aspects of field and/or task-level information technology project performance.
• Supervises personnel involved in all aspects of IT project activity, organizes and assigns responsibilities to subordinates, oversees the successful completion of all assigned IT tasks, and maintains customer contacts to ensure conformity to all contractual obligations and technology objectives.
• Exercises independent judgment, as well as a high-level of analytical skill, in solving non-routine technical, administrative, and managerial problems.

Education:
Bachelor’s Degree in an information technology related field.
Experience:
2 years

IT Program Manager I

Duties:
- This individual provides management and technical direction to IT program personnel. Exercises independent judgment, as well as a high-level of analytical skill in solving complex technical, administrative and managerial problems.
- Responsible for all aspects of IT program performance. The individual will: (1) Be responsible for all aspects of information technology program performance; (2) Manage all aspects of IT program activity; (3) Provide technical and financial reports in order to show progress to Corporate management and customers; (4) Maintain customer contacts to ensure conformity to all contractual obligations and technology objectives; (5) Assume the initiative and provide support to Corporate management in identifying future technology requirements; (6) Develop, maintain, and implement a Program Management Plan that guides the performance of all functional IT activities performed on the Program.

Education:
Bachelor’s Degree in an information technology related field.

Experience:
4 years

IT Program Manager II

Duties:
- This individual provides management and technical direction to IT program personnel. Exercises independent judgment, as well as a high-level of analytical skill in solving complex technical, administrative and managerial problems.
- Responsible for all aspects of IT program performance. The individual will: (1) Be responsible for all aspects of information technology program performance; (2) Manage all aspects of IT program activity; (3) Provide technical and financial reports in order to show progress to Corporate management and customers; (4) Maintain customer contacts to ensure conformity to all contractual obligations and technology objectives; (5) Assume the initiative and provide support to Corporate management in identifying future technology requirements; (6) Develop, maintain, and implement a Program Management Plan that guides the performance of all functional IT activities performed on the Program.

Education:
Bachelor’s Degree in an information technology related field.

Experience:
6 years
IT Program Manager III

Duties:
- This individual provides management and technical direction to IT program personnel. Exercises independent judgment, as well as a high-level of analytical skill in solving complex technical, administrative and managerial problems.
- Responsible for all aspects of IT program performance. The individual will: (1) Be responsible for all aspects of information technology program performance; (2) Manage all aspects of IT program activity; (3) Provide technical and financial reports in order to show progress to Corporate management and customers; (4) Maintain customer contacts to ensure conformity to all contractual obligations and technology objectives; (5) Assume the initiative and provide support to Corporate management in identifying future technology requirements; (6) Develop, maintain, and implement a Program Management Plan that guides the performance of all functional IT activities performed on the Program.

Education:
Bachelor’s Degree in an information technology related field.

Experience:
8 years

Quality Assurance Specialist I

Duties:
- Responsible for assisting with all activities involving information technology quality assurance and compliance with applicable regulatory and technical requirements.
- Conducts audits and reviews/analyzes data and documentation.
- Has knowledge of commonly-used concepts, practices, and procedures within the IT field.
- Relies on experience and judgment to plan and accomplish technology goals.
- Performs a variety of IT tasks.
- Works under general supervision. Relies on instructions and pre-established guidelines to perform the functions of the job.

Education:
Bachelor’s Degree in an information technology related field.

Experience:
2 years

Technical Editor I
**Duties:**
- Assists with writing, editing, and proofreading a variety of information technology documents.
- Ensures that all technical documents meet established content standards.
- Familiar with standard concepts, practices, and procedures within the IT field.
- Relies on limited experience and judgment to plan and accomplish technology goals.

**Education:**
Bachelor’s Degree in an information technology related field.

**Experience:**
2 years

**Technical Editor II**

**Duties:**
- Writes, edits, proofreads, and copyedits a variety of information technology documents.
- Plans and prepares stories for dissemination.
- Ensures that all technical documents meet established content standards.
- Familiar with a variety of the IT field's concepts, practices, and procedures.
- Relies on experience and judgment to plan and accomplish technology goals.
- Performs a variety of IT tasks.

**Education:**
Bachelor’s Degree in an information technology related field.

**Experience:**
4 years

**Technical Editor III**

**Duties:**
- Writes, edits, proofreads, and copyedits a variety of information technology documents.
- Plans and prepares stories for dissemination.
- Ensures that all technical documents meet established content standards.
- Familiar with a variety of the IT field's concepts, practices, and procedures.
- Relies on experience and judgment to plan and accomplish technology goals.
- Performs a variety of IT tasks.

**Education:**
Bachelor’s Degree in an information technology related field.

**Experience:**
6 years
Technical Editor IV

Duties:
- Writes, edits, proofreads, and copyedits a variety of information technology documents.
- Plans and prepares stories for dissemination.
- Ensures that all technical documents meet established content standards.
- Familiar with a variety of the IT field's concepts, practices, and procedures.
- Relies on experience and judgment to plan and accomplish technology goals.
- Performs a variety of IT tasks.
- Leads and direct the work of others.

Education:
Bachelor’s Degree in an information technology related field.

Experience:
8 years

Media Specialist I

Duties:
- Assists with the design and implementation of one or more technical media tools such as film, web, audio, etc. to promote the organization and/or its services to the community and the target population.
- Works with single or multiple forms of media to help ensure a pleasant user experience while imparting precise and accurate content.
- A high degree of creativity and latitude is required.
- Relies on limited experience and judgment to plan and accomplish technology goals.
- Works under immediate supervision. Relies on instructions and pre-established guidelines to perform the functions of the job.

Education:
Bachelor’s Degree in an information technology related field.

Experience:
2 years

Media Specialist II

Duties:
- Assists with the design and implementation of one or more technical media tools such as film, web, audio, etc. to promote the organization and/or its services to the community and the target population.
- Works with single or multiple forms of media to help ensure a pleasant user experience while imparting precise and accurate content.
- A high degree of creativity and latitude is required.
- Relies on limited experience and judgment to plan and accomplish technology goals.
- Works under general supervision.

Education:
Bachelor’s Degree in an information technology related field.

Experience:
4 years

Media Specialist III

Duties:
- Designs and implements one or more technical media tools such as film, web, audio, etc. to promote the organization and/or its services to the community and the target population.
- Works with single or multiple forms of media to help ensure a pleasant user experience while imparting precise and accurate content.
- A high degree of creativity and latitude is required.
- Relies on experience and judgment to plan and accomplish technology goals.
- Performs a variety of IT tasks.
- Directs and leads the work of others.

Education:
Bachelor’s Degree in an information technology related field.

Experience:
6 years

Technical Writer I

Duties:
- Researches information technology subject matter.
- Writes a variety of technical articles, reports, brochures, and/or manuals for documentation for a wide range of uses.
- May be responsible for coordinating the display of graphics and the production of the document.
- Familiar with standard concepts, practices, and procedures within the IT field.
- A high degree of creativity and latitude is required.
- Relies on limited experience and judgment to plan and accomplish technology goals.

Education:
Bachelor’s Degree in an information technology related field.

Experience:
2 years
Technical Writer II

Duties:
- Researches information technology subject matter.
- Writes a variety of technical articles, reports, brochures, and/or manuals for documentation for a wide range of uses.
- May be responsible for coordinating the display of graphics and the production of the document.
- Familiar with standard concepts, practices, and procedures within the IT field.
- A high degree of creativity and latitude is required.
- Relies on experience and judgment to plan and accomplish technology goals.
- Performs a variety of IT tasks.

Education:
Bachelor’s Degree in an information technology related field.

Experience:
4 years
Technical Writer III

Duties:
- Researches information technology subject matter.
- Writes and edits material for reports, manuals, proposals, instructional material, catalogs, technical and outreach publications, and software and hardware documentations.
- Tasks may also include obtaining technical data from independent observation, reviews with staff members, and/or studies of published materials and existing documentation.
- Coordinate efforts of technical artists and illustrators in preparing reports, articles, and publications of internal and external distribution.
- Obtain background information on technologies, methods, and standards.
- Revises text and recommends changes in scope, format, and content to ensure conformance with established standards.
- A high degree of creativity and latitude is required.
- Relies on experience and judgment to plan and accomplish technology goals.
- Performs a variety of IT tasks.

Education:
Bachelor’s Degree in an information technology related field.

Experience:
6 years

Technical Writer IV

Duties:
- Researches information technology subject matter.
- Writes and edits material for reports, manuals, proposals, instructional material, catalogs, technical and outreach publications, and software and hardware documentations.
- Task may also include obtaining technical data from independent observation, reviews with staff members, and/or studies of published materials and existing documentation.
- Coordinate efforts of technical artists and illustrators in preparing reports, articles, and publications of internal and external distribution. Obtain background information on technologies, methods, and standards.
- Revises text and recommends changes in scope, format, and content to ensure conformance with established standards.
- A high degree of creativity and latitude is required.
- Relies on experience and judgment to plan and accomplish technology goals.
- Performs a variety of IT tasks.

Education:
Bachelor’s Degree in an information technology related field.

Experience:
8 years

IT Engineer I

Duties:
- Activities include a wide range of information technology engineering services that may include:
  o Analyzes changes of product design to determine the effect on the end product design and function and determines and prepares documentation necessary for change.
  o Coordinates with customers and manufacturers to determine a process for change reporting. Reviews released engineering change data and changes documenting activities to ensure adherence to configuration management procedures and policies.
  o Reviews, evaluates, designs, implements and maintains company database[s]. Identifies data sources, constructs data decomposition diagrams, provides data
flow diagrams and documents the process. Writes codes for database access, modifications, and constructions including stored procedures.

- Designs and builds relational databases for data storage or processing. Develops strategies for warehouse implementation, data acquisition, and archive recovery.
- Provides support to end users on a variety of issues. Identifies, researches, and resolves technical problems. Responds to telephone calls, email and personnel requests for technical support.
- Consults with client or department heads to define need or problem, conducts research, performs studies and surveys to obtain data, and analyzes problems to advise on or recommend solutions, utilizing knowledge of theory, principles, or technology of specific discipline or field of specialization. Requires knowledge in fields defined as information technology, computer programming, computer security, computer systems analysis, database management, information systems, Internet applications and development, software development, and related fields.
- Troubleshoots and resolves complex problems to ensure minimal disruption of mission-critical applications. Maintains fault-tolerant systems and manages systems backups.
- Works with users to identify current operating procedures and clarify program objectives. Outlines steps required for program development, including diagrams and charts. Writes program documentation and operations guidelines. Provides technical guidance to lower-level analyst/programmers.
- Installs new software releases, system upgrades, evaluates and installs patches and resolves software related problems. Performs system backups and recovery. Maintains data files and monitors system configuration to ensure data integrity
- Performs website design and creation. Plans, designs, develops, tests, edits, maintains, and documents look and flow of websites.

Education:
Bachelor’s Degree in an information technology related field.

Experience:
2 years

IT Engineer II

Duties:
- Activities include a wide range of information technology engineering services that may include:
o Analyzes changes of product design to determine the effect on the end product design and function and determines and prepares documentation necessary for change.
o Coordinates with customers and manufacturers to determine a process for change reporting. Reviews released engineering change data and changes documenting activities to ensure adherence to configuration management procedures and policies.
o Reviews, evaluates, designs, implements and maintains company database[s]. Identifies data sources, constructs data decomposition diagrams, provides data flow diagrams and documents the process. Writes codes for database access, modifications, and constructions including stored procedures.
o Designs and builds relational databases for data storage or processing. Develops strategies for warehouse implementation, data acquisition, and archive recovery.
o Provides support to end users on a variety of issues. Identifies, researches, and resolves technical problems. Responds to telephone calls, email and personnel requests for technical support.
o Consults with client or department heads to define need or problem, conducts research, performs studies and surveys to obtain data, and analyzes problems to advise on or recommend solutions, utilizing knowledge of theory, principles, or technology of specific discipline or field of specialization. Requires knowledge in fields defined as information technology, computer programming, computer security, computer systems analysis, database management, information systems, Internet applications and development, software development, and related fields.
o Installs and maintains complex networks that typically link numerous computing platforms, operating systems, and network topologies across widely dispersed geographic areas. Evaluates hardware and software suitable for large, complex networks. Tests and implements interface programs. Develops security procedures. Manages network performance.
o Troubleshoots and resolves complex problems to ensure minimal disruption of mission-critical applications. Maintains fault-tolerant systems and manages systems backups.
o Works with users to identify current operating procedures and clarify program objectives. Outlines steps required for program development, including diagrams and charts. Writes program documentation and operations guidelines. Provides technical guidance to lower-level analyst/programmers.
o Installs new software releases, system upgrades, evaluates and installs patches and resolves software related problems. Performs system backups and recovery. Maintains data files and monitors system configuration to ensure data integrity.
o Performs website design and creation. Plans, designs, develops, tests, edits, maintains, and documents look and flow of websites.

Education:
Bachelor’s Degree in an information technology related field.
Experience:
4 years

IT Engineer III

Duties:
- Activities include a wide range of information technology engineering services that may include:
  - Analyzes changes of product design to determine the effect on the end product design and function and determines and prepares documentation necessary for change.
  - Coordinates with customers and manufacturers to determine a process for change reporting. Reviews released engineering change data and changes documenting activities to ensure adherence to configuration management procedures and policies.
  - Reviews, evaluates, designs, implements and maintains company database[s]. Identifies data sources, constructs data decomposition diagrams, provides data flow diagrams and documents the process. Writes codes for database access, modifications, and constructions including stored procedures.
  - Designs and builds relational databases for data storage or processing. Develops strategies for warehouse implementation, data acquisition, and archive recovery.
  - Provides support to end users on a variety of issues. Identifies, researches, and resolves technical problems. Responds to telephone calls, email and personnel requests for technical support.
  - Consults with client or department heads to define need or problem, conducts research, performs studies and surveys to obtain data, and analyzes problems to advise on or recommend solutions, utilizing knowledge of theory, principles, or technology of specific discipline or field of specialization. Requires knowledge in fields defined as information technology, computer programming, computer security, computer systems analysis, database management, information systems, Internet applications and development, software development, and related fields.
  - Troubleshoots and resolves complex problems to ensure minimal disruption of mission-critical applications. Maintains fault-tolerant systems and manages systems backups.
  - Works with users to identify current operating procedures and clarify program objectives. Outlines steps required for program development, including diagrams and charts. Writes program documentation and operations guidelines. Provides technical guidance to lower-level analyst/programmers.
o Installs new software releases, system upgrades, evaluates and installs patches and resolves software related problems. Performs system backups and recovery. Maintains data files and monitors system configuration to ensure data integrity
o Performs website design and creation. Plans, designs, develops, tests, edits, maintains, and documents look and flow of websites.

Education:
Bachelor’s Degree in an information technology related field.

Experience:
8 years

IT Engineer IV

Duties:
- Activities include a wide range of information technology engineering services that may include:
  o Analyzes changes of product design to determine the effect on the end product design and function and determines and prepares documentation necessary for change.
  o Coordinates with customers and manufacturers to determine a process for change reporting. Reviews released engineering change data and changes documenting activities to ensure adherence to configuration management procedures and policies.
  o Reviews, evaluates, designs, implements and maintains company database[s]. Identifies data sources, constructs data decomposition diagrams, provides data flow diagrams and documents the process. Writes codes for database access, modifications, and constructions including stored procedures.
  o Designs and builds relational databases for data storage or processing. Develops strategies for warehouse implementation, data acquisition, and archive recovery.
  o Provides support to end users on a variety of issues. Identifies, researches, and resolves technical problems. Responds to telephone calls, email and personnel requests for technical support.
  o Consults with client or department heads to define need or problem, conducts research, performs studies and surveys to obtain data, and analyzes problems to advise on or recommend solutions, utilizing knowledge of theory, principles, or technology of specific discipline or field of specialization. Requires knowledge in fields defined as information technology, computer programming, computer security, computer systems analysis, database management, information systems, Internet applications and development, software development, and related fields.
  o Installs and maintains complex networks that typically link numerous computing platforms, operating systems, and network topologies across widely dispersed geographic areas. Evaluates hardware and software suitable for large, complex networks. Tests and implements interface programs. Develops security procedures. Manages network performance.
Troubleshoots and resolves complex problems to ensure minimal disruption of mission-critical applications. Maintains fault-tolerant systems and manages systems backups.

Works with users to identify current operating procedures and clarify program objectives. Outlines steps required for program development, including diagrams and charts. Writes program documentation and operations guidelines. Provides technical guidance to lower-level analyst/programmers.

Installs new software releases, system upgrades, evaluates and installs patches and resolves software related problems. Performs system backups and recovery. Maintains data files and monitors system configuration to ensure data integrity.

Performs website design and creation. Plans, designs, develops, tests, edits, maintains, and documents look and flow of websites.

Education:
Bachelor’s Degree in an information technology related field.

Experience:
10 years

**Cloud Enterprise Architect I**

**Duties:**
- Develops and maintains assigned enterprise architecture project and takes project from planning through final delivery.
- Interfaces with all areas affected by the project including end users, computer services, and client services.
- Defines project scope and objectives and develops detailed work plans, schedules, project estimates, resource plans, and status reports.
- Conducts project meetings and is responsible for project tracking and analysis.
- Provides technical and analytical guidance to enterprise architecture team.
- Directs and participates in high-level enterprise architecture analysis, evaluation, design, integration, documentation, and development.
- Applies high-level business and technical principles and methods to very difficult technical problems to arrive at creative engineering solutions.
- Recommends and takes action to direct the analysis and solutions of problems.
- Support the development of the Strategic Plan and Architecture Planning Guide, and EA Roadmap.
- Develop the architecture to support customer requirements and ensure compatibility.

**Education:**
BS/BA degree in computer science, information systems, engineering, or a related field (or equivalent).
Experience:
5 years of experience in related field.

Cloud Enterprise Architect IV

Duties:
- Performs as an Enterprise Architect.
- Leads and directs large teams with diverse functional and technical disciplines to include enterprise architects, systems engineers, business analysts, and network engineers.
- Works directly with senior executives of the enterprise to consult, coach, and advise on strategy, business alignment, enterprise architecture, information technology solutions, and the associated impact on the organization and its stakeholders.
- Leads a group of engineers, architects, and analysts and ensures adherence to quality standards and reviews enterprise architecture deliverables.
- Leads resolution of highly complex problems and tasks, selling new ideas and concepts in support of operational goals and objectives.
- Provides technical and analytical leadership and guidance to enterprise architecture team.
- Integrates and translates complex concepts into tactical action plans.
- Directs high-level enterprise architecture analysis, evaluation, design, integration, documentation, and development.

Education:
BS/BA degree in computer science, information systems, engineering, or a related field (or equivalent).

Experience:
8 years of experience in related field along with industry certifications.

Cloud IT Specialist

Duties:
- Creates user information solutions by developing, implementing, and maintaining Internet/intranet applications; leading team of developers.
- Designs and develops user interfaces to Internet/intranet applications by setting expectations and features priorities throughout development life cycle; determining design methodologies and tool sets; completing programming using languages and software products; designing and conducting tests.
• Completes applications development by coordinating requirements, schedules, and activities; contributing to team meetings; troubleshooting development and production problems across multiple environments and operating platforms.
• Supports users by developing documentation and assistance tools.
• Experience in the analysis and design of business applications including database management experience and use of Java, Oracle, C++, Python, Perl, SAS, and PHP programming languages.

Education:
BS/BA degree computer science, software engineering (or equivalent) and related industry certifications.

Experience:
4 years of experience in related field.

**Cloud System Administrator**

Duties:
• Installs new software releases, system upgrades, evaluates and installs patches and resolves software related problems.
• Performs system backups and recovery.
• Maintains data files and monitors system configuration to ensure data integrity.
• Relies on limited experience and judgment to plan and accomplish goals.
• Performs a variety of tasks.
• Works under general supervision; typically reports to a project leader or manager.
• A certain degree of creativity and latitude is required.
• Familiar with standard concepts, practices, and procedures within a particular field.
• Provide server and user administration support for Linux and Windows based platforms.

Education:
BS/BA degree in a related area (or equivalent).

Experience:
4 to 6 years of experience in the field or in a related area.

**Cloud Test Engineer**

Duties:
• Evaluate, recommend, and implement automated test tools and strategies.
• Design, implement, and conduct test and evaluation procedures to ensure system requirements are met.
• Develop, maintain, and upgrade automated test scripts and architectures for application products.
• Write, implement, and report status for system test cases for testing.
• Analyze test cases and provide regular progress reports.
• Serve as subject matter specialist providing testing know-how for the support of user requirements of complex to highly complex software/hardware applications.
• Direct and/or participate in all phases of risk management assessments and software/hardware development with emphasis on analysis of user requirements, test design and test tools selection.
• Determine functional and cross-functional requirements and document specific functional requirements.

Education:
BS/BA degree (or equivalent) and related industry certifications.

Experience:
5 years of experience in a related field.

Cloud Help Desk Specialist

Duties:
• Provide phone, email, web, and in-person support to users in the areas of e-mail, directories, computer operating systems, desktop applications for all types of computer systems, and applications developed or deployed.
• Serve as the first point of contact for troubleshooting hardware/software, all types of computer systems (PC and Mac), and printer problems.

Education:
AS/AA degree (or equivalent) and related industry certifications.

Experience:
2 years of experience in related field.

Cloud IT Customer Experience Designer

Duties:
• Conceptualize, design and develop the pathway into a user’s experience.
• Direct teams on best user experience practices by setting out guidelines for use throughout the development phase.
• Provide relevant insight into human behavior in order to shape customer experience.
• Articulate highly data driven decisions, and serve as a champion of user experience work with designers.
• Support the development of strategy to bring the vision of an integrated customer experience together.
• Define customer experience journeys.
• Engage in customer studies and surveys.
• Define, evaluate, and quantify the feasibility of customer experience projects.
• Describe the solutions in design documents (wire frames, functional specifications, storyboards, etc.) that will guide production.
• Improve existing testing methodologies while incorporating novel techniques to improve best practices.
• Experience in development and deployment of enhancements or new applications and technology for both internal and external customers.

Education:
BS/BA degree or formal training in design, related industry certifications.

Experience:
6 years of experience in a related field.

Cloud IT Knowledge Management Specialist

Duties:
• Assists in the design, development, and implementation of Knowledge Management (KM) strategies.
• Apply expertise in KM tools and deploy information management and content management strategies and experience.
• Comprehend and recognize key barriers to KM behavioral change and develop effective change management programs.
• Analyze business processes, interview stakeholders, and evaluate strategic and IT plans to develop KM programs.
• Develop KM governance structures and processes for implementing KM programs and systems and provide consulting thought leadership on current best practices in KM, portal design, and intellectual capital and content management.
• Experience in the design and implementation of collaborative knowledge management systems, e.g., SharePoint, Huddle, and Google Docs.

Education:
BS/BA degree in a related area (or equivalent).

Experience:
5 years of experience.

Cloud Security Analyst

Duties:
• Implements security controls, performs ongoing maintenance, prevents, detects, analyzes, and responds to security incidents.
• Conducts risk vulnerability assessments of planned and installed information systems to identify vulnerabilities, rules, and protection needs.
- Develops and standardizes processes and procedures to ensure IT security programs are integrated and coordinated among the organizations.
- Develops intuitive reports provided status of such analysis status.
- Analyzes and evaluates the proposed IT security initiatives.
- May lead and direct the work of others.

Education:
BS/BA degree in appropriate field (or equivalent).

Experience:
6 years of experience.

Substitutions.
ADVANCED DECISION VECTORS LLC reserves the right to make the following substitutions in the education and/or experience requirements of any of the labor categories set forth herein.

1. Two (2) years of experience is equal to an Associate’s Degree, four (4) years of experience is equal to a Bachelor’s Degree, six (6) years of experience is equal to a Master’s Degree, and vice versa.

2. Certification relevant to the labor category is equivalent to two (2) years of the experience or the comparable education requirement.

PROFESSIONAL SERVICES PRICING

<table>
<thead>
<tr>
<th>SINs</th>
<th>Labor Category</th>
<th>5/14/19 – 5/13/20 (Year 7)</th>
<th>5/14/20 – 5/13/21 (Year 8)</th>
<th>5/14/21 – 5/13/22 (Year 9)</th>
<th>5/14/22 – 5/13/23 (Year 10)</th>
</tr>
</thead>
<tbody>
<tr>
<td>611430</td>
<td>Investigative Psychologist III</td>
<td>$164.00</td>
<td>$167.94</td>
<td>$171.97</td>
<td>$176.10</td>
</tr>
<tr>
<td>611430</td>
<td>Ops Intel Analyst III</td>
<td>$97.00</td>
<td>$99.33</td>
<td>$101.71</td>
<td>$104.16</td>
</tr>
<tr>
<td>611430</td>
<td>Trainer/Facilitator II</td>
<td>$95.37</td>
<td>$97.66</td>
<td>$100.00</td>
<td>$102.40</td>
</tr>
<tr>
<td>611430</td>
<td>Trainer/Facilitator I</td>
<td>$74.22</td>
<td>$76.00</td>
<td>$77.83</td>
<td>$79.69</td>
</tr>
<tr>
<td>611430</td>
<td>Training Coordinator II</td>
<td>$64.14</td>
<td>$65.68</td>
<td>$67.26</td>
<td>$68.87</td>
</tr>
<tr>
<td>611430</td>
<td>Training Coordinator I</td>
<td>$59.76</td>
<td>$61.19</td>
<td>$62.66</td>
<td>$64.16</td>
</tr>
<tr>
<td>541611</td>
<td>Policy Analyst</td>
<td>$89.53</td>
<td>$91.68</td>
<td>$93.88</td>
<td>$96.13</td>
</tr>
<tr>
<td>SINs</td>
<td>Labor Category</td>
<td>5/14/19 – 5/13/20 (Year 7)</td>
<td>5/14/20 – 5/13/21 (Year 8)</td>
<td>5/14/21 – 5/13/22 (Year 9)</td>
<td>5/14/22 – 5/13/23 (Year 10)</td>
</tr>
<tr>
<td>-------------</td>
<td>---------------------------------------------</td>
<td>---------------------------</td>
<td>---------------------------</td>
<td>---------------------------</td>
<td>-----------------------------</td>
</tr>
<tr>
<td>541611</td>
<td>Contract Closeout Manager</td>
<td>$96.57</td>
<td>$98.89</td>
<td>$101.26</td>
<td>$103.69</td>
</tr>
<tr>
<td>541611</td>
<td>Budget Analyst</td>
<td>$66.81</td>
<td>$68.41</td>
<td>$70.06</td>
<td>$71.73</td>
</tr>
<tr>
<td>541611; 561611</td>
<td>Sr. Consultant</td>
<td>$190.06</td>
<td>$194.62</td>
<td>$199.29</td>
<td>$204.07</td>
</tr>
<tr>
<td>541611; 561611</td>
<td>Program Investigation &amp; Inspection Spl.</td>
<td>$109.24</td>
<td>$111.86</td>
<td>$114.55</td>
<td>$117.29</td>
</tr>
<tr>
<td>541611</td>
<td>Senior Management Consultant</td>
<td>$96.70</td>
<td>$99.02</td>
<td>$101.40</td>
<td>$103.83</td>
</tr>
<tr>
<td>541611</td>
<td>Program Analysis and Assessment Consultant</td>
<td>$87.05</td>
<td>$89.14</td>
<td>$91.28</td>
<td>$93.47</td>
</tr>
<tr>
<td>541611</td>
<td>Publication Director</td>
<td>$208.15</td>
<td>$213.15</td>
<td>$218.26</td>
<td>$223.50</td>
</tr>
<tr>
<td>541611</td>
<td>Senior Writer</td>
<td>$128.80</td>
<td>$131.89</td>
<td>$135.06</td>
<td>$138.30</td>
</tr>
<tr>
<td>541611</td>
<td>Publication Editor</td>
<td>$113.27</td>
<td>$115.99</td>
<td>$118.77</td>
<td>$121.62</td>
</tr>
<tr>
<td>541611; 561611</td>
<td>Program Manager</td>
<td>$108.89</td>
<td>$111.50</td>
<td>$114.18</td>
<td>$116.92</td>
</tr>
<tr>
<td>541611; 561611</td>
<td>Records Management</td>
<td>$73.26</td>
<td>$75.02</td>
<td>$76.82</td>
<td>$78.66</td>
</tr>
<tr>
<td>541611; 561611</td>
<td>Project Administrative Assistant**</td>
<td>$68.14</td>
<td>$69.78</td>
<td>$71.45</td>
<td>$73.17</td>
</tr>
</tbody>
</table>

**Service Contract Labor Standard (SCLS) Matrix**

<table>
<thead>
<tr>
<th>SCLS Eligible Labor Category</th>
<th>SCLS Equivalent Code Title</th>
<th>Wage Determination No.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Project Administrative Assistant</td>
<td>01263 – Personal Assistant (Employment III)</td>
<td>2015-4282</td>
</tr>
</tbody>
</table>

The Service Contract Labor Standards, formerly the Service Contract Act (SCA), apply to this contract and it includes SCLS applicable labor categories. Labor categories and fixed price services marked with a (**) in this pricelist are based on the U.S. Department of Labor Wage Determination Number(s) identified in the SCLS/SCA matrix. The prices awarded are in line with the geographic scope of the contract (i.e., nationwide).
## INFORMATION TECHNOLOGY & ANCILLARY PRICING

<table>
<thead>
<tr>
<th>SIN</th>
<th>Labor Category</th>
<th>5/14/20 – 5/13/22</th>
<th>5/14/22 – 5/13/23</th>
</tr>
</thead>
<tbody>
<tr>
<td>54151S</td>
<td>Configuration Change Control Specialist</td>
<td>$77.53</td>
<td>$79.08</td>
</tr>
<tr>
<td>54151S</td>
<td>Enterprise Architect I</td>
<td>$125.98</td>
<td>$128.50</td>
</tr>
<tr>
<td>54151S</td>
<td>Enterprise Architect IV</td>
<td>$134.22</td>
<td>$136.91</td>
</tr>
<tr>
<td>54151S</td>
<td>IT Specialist</td>
<td>$86.07</td>
<td>$87.79</td>
</tr>
<tr>
<td>54151S</td>
<td>IT Specialist – Developer</td>
<td>$86.07</td>
<td>$87.79</td>
</tr>
<tr>
<td>54151S</td>
<td>System Administrator</td>
<td>$57.69</td>
<td>$58.84</td>
</tr>
<tr>
<td>54151S</td>
<td>Test Engineer</td>
<td>$79.13</td>
<td>$80.72</td>
</tr>
<tr>
<td>54151S</td>
<td>Help Desk Specialist</td>
<td>$53.29</td>
<td>$54.36</td>
</tr>
<tr>
<td>54151S</td>
<td>Database Administrator II</td>
<td>$131.49</td>
<td>$134.12</td>
</tr>
<tr>
<td>54151S</td>
<td>IT Technical Writer/Editor</td>
<td>$61.28</td>
<td>$62.51</td>
</tr>
<tr>
<td>54151S</td>
<td>IT Customer Experience Designer</td>
<td>$81.21</td>
<td>$82.84</td>
</tr>
<tr>
<td>54151S</td>
<td>IT Knowledge Management Specialist</td>
<td>$74.73</td>
<td>$76.23</td>
</tr>
<tr>
<td>54151S</td>
<td>Security Analyst</td>
<td>$71.06</td>
<td>$72.48</td>
</tr>
<tr>
<td>ANCILLARY</td>
<td>IT Administrative Professional</td>
<td>$60.00</td>
<td>$60.00</td>
</tr>
<tr>
<td>54151S</td>
<td>Technical Business Analyst I</td>
<td>$114.37</td>
<td>$116.66</td>
</tr>
<tr>
<td>54151S</td>
<td>Technical Business Analyst II</td>
<td>$150.29</td>
<td>$153.30</td>
</tr>
<tr>
<td>54151S</td>
<td>Technical Business Analyst III</td>
<td>$189.91</td>
<td>$193.71</td>
</tr>
<tr>
<td>54151S</td>
<td>IT Project Manager I</td>
<td>$169.59</td>
<td>$172.98</td>
</tr>
<tr>
<td>54151S</td>
<td>IT Program Manager I</td>
<td>$216.89</td>
<td>$221.22</td>
</tr>
<tr>
<td>54151S</td>
<td>IT Program Manager II</td>
<td>$235.16</td>
<td>$239.86</td>
</tr>
<tr>
<td>54151S</td>
<td>IT Program Manager III</td>
<td>$287.13</td>
<td>$292.88</td>
</tr>
<tr>
<td>54151S</td>
<td>Quality Assurance Specialist I</td>
<td>$113.40</td>
<td>$115.67</td>
</tr>
<tr>
<td>54151S</td>
<td>Technical Editor I</td>
<td>$77.68</td>
<td>$79.23</td>
</tr>
<tr>
<td>54151S</td>
<td>Technical Editor II</td>
<td>$92.60</td>
<td>$94.45</td>
</tr>
<tr>
<td>54151S</td>
<td>Technical Editor III</td>
<td>$127.80</td>
<td>$130.36</td>
</tr>
<tr>
<td>54151S</td>
<td>Technical Editor IV</td>
<td>$161.67</td>
<td>$164.91</td>
</tr>
<tr>
<td>54151S</td>
<td>Media Specialist I</td>
<td>$110.75</td>
<td>$112.96</td>
</tr>
<tr>
<td>54151S</td>
<td>Media Specialist II</td>
<td>$168.27</td>
<td>$171.63</td>
</tr>
<tr>
<td>54151S</td>
<td>Media Specialist III</td>
<td>$222.45</td>
<td>$226.90</td>
</tr>
<tr>
<td>54151S</td>
<td>Technical Writer I</td>
<td>$77.68</td>
<td>$79.23</td>
</tr>
<tr>
<td>54151S</td>
<td>Technical Writer II</td>
<td>$92.60</td>
<td>$94.45</td>
</tr>
<tr>
<td>54151S</td>
<td>Technical Writer III</td>
<td>$127.80</td>
<td>$130.36</td>
</tr>
<tr>
<td>54151S</td>
<td>Technical Writer IV</td>
<td>$161.67</td>
<td>$164.91</td>
</tr>
<tr>
<td>54151S</td>
<td>IT Engineer I</td>
<td>$121.48</td>
<td>$123.91</td>
</tr>
<tr>
<td>54151S</td>
<td>IT Engineer II</td>
<td>$145.43</td>
<td>$148.34</td>
</tr>
<tr>
<td>SIN</td>
<td>Labor Category</td>
<td>5/14/20 – 5/13/22</td>
<td>5/14/22 – 5/13/23</td>
</tr>
<tr>
<td>----------</td>
<td>-------------------------------------</td>
<td>--------------------</td>
<td>-------------------</td>
</tr>
<tr>
<td>54151S</td>
<td>IT Engineer III</td>
<td>$156.65</td>
<td>$159.78</td>
</tr>
<tr>
<td>54151S</td>
<td>IT Engineer IV</td>
<td>$186.84</td>
<td>$190.57</td>
</tr>
<tr>
<td>518210C</td>
<td>Cloud Enterprise Architect I</td>
<td>$131.79</td>
<td>$131.79</td>
</tr>
<tr>
<td>518210C</td>
<td>Cloud Enterprise Architect IV</td>
<td>$140.40</td>
<td>$140.40</td>
</tr>
<tr>
<td>518210C</td>
<td>Cloud IT Specialist</td>
<td>$90.18</td>
<td>$90.18</td>
</tr>
<tr>
<td>518210C</td>
<td>Cloud System Administrator</td>
<td>$60.35</td>
<td>$60.35</td>
</tr>
<tr>
<td>518210C</td>
<td>Cloud Test Engineer</td>
<td>$82.79</td>
<td>$82.79</td>
</tr>
<tr>
<td>518210C</td>
<td>Cloud Help Desk Specialist</td>
<td>$55.76</td>
<td>$55.76</td>
</tr>
<tr>
<td>518210C</td>
<td>Cloud IT Customer Experience Designer</td>
<td>$85.08</td>
<td>$85.08</td>
</tr>
<tr>
<td>518210C</td>
<td>Cloud IT Knowledge Management Specialist</td>
<td>$78.30</td>
<td>$78.30</td>
</tr>
<tr>
<td>518210C</td>
<td>Cloud Security Analyst</td>
<td>$74.34</td>
<td>$74.34</td>
</tr>
</tbody>
</table>