

**AUTHORIZED FEDERAL SUPPLY SERVICE
INFORMATION TECHNOLOGY SCHEDULE PRICELIST
GENERAL PURPOSE COMMERCIAL INFORMATION TECHNOLOGY
EQUIPMENT, SOFTWARE AND SERVICES**

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

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

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

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

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



A WOMAN-OWNED SMALL BUSINESS, SBA CERTIFIED SDB & 8(a)

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DUNS No.: 16-892-6264

Contract Number: GS-35F-0013U
Period Covered by Contract: October 15, 2007 to October 14, 2017
General Services Administration
Federal Supply Service

Pricelist current through Modification PS-0008, dated 10/15/2012.

Products and ordering information in this Authorization Information Technology Schedule Pricelist are also available on the **GSA Advantage!** System (<http://www.gsaadvantage.gov>)



Contract#: GS-35F-0013U

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1 INTRODUCTION

Dakota Consulting, Inc. is a women-owned small business, SBA certified SDB and 8(a). Incorporated in 2004 in the state of Maryland, Dakota Consulting delivers high quality and innovative IT and security solutions. Dakota's core competencies include: IT System Security Assurance Services, Software Engineering Services, and IT and Service Management Consulting services.

Dakota provides a comprehensive range of IT Systems security services to our customers. We understand the IT Security Architecture model and maintain currency on the array of FIPS and NIST Special Publications. Our hands-on experience in performing all phases of the certification process and assisting with the preparatory work for accreditation at multiple Agencies allows us to leverage lessons learned.

Dakota provides the full software life-cycle services necessary to implement a complete IT system. The Dakota Consulting team has years of experience implementing IT systems in the government using both proprietary and open source tool sets. Our staff has expertise working within the Federal government and commercial sector, as supporting contractors. This expertise allows us to integrate our knowledge of federal processes from an insider perspective.

Dakota Consulting team can help you manage your programs /project from beginning to the end. Our team contains the essential skill set, training and certifications to lead a project. Our focus is on the identification and completion of the key success objectives of our client stakeholders. We understand and excel at developing innovative, cost-effective, customer-focused solutions to the many challenges experienced by our Federal Managers: unfunded Congressional mandates, changes in the security requirements, implementation across multiple locations, etc.

We are committed to providing honest, fair, accurate, and timely delivery of a range of IT consulting services to our clients. At Dakota, we believe that our clients are our best advertising and our employees are our greatest resource.

www.Dakota-Consulting.com

2 INFORMATION FOR ORDERING ACTIVITIES APPLICABLE TO ALL SPECIAL ITEM NUMBERS

SPECIAL NOTICE TO AGENCIES: Small Business Participation

SBA strongly supports the participation of small business concerns in the Federal Acquisition Service. To enhance Small Business Participation SBA policy allows agencies to include in their procurement base and goals, the dollar value of orders expected to be placed against the Federal Supply Schedules, and to report accomplishments against these goals.

For orders exceeding the micropurchase threshold, FAR 8.404 requires agencies to consider the catalogs/pricelists of at least three schedule contractors or consider reasonably available information by using the GSA Advantage!™ on-line shopping service (www.gsadvantage.gov). The catalogs/pricelists, GSA Advantage!™ and the Federal Acquisition Service Home Page (www.gsa.gov/fas) contain information on a broad array of products and services offered by small business concerns.

This information should be used as a tool to assist ordering activities in meeting or exceeding established small business goals. It should also be used as a tool to assist in including small, small disadvantaged, and women-owned small businesses among those considered when selecting pricelists for a best value determination.

For orders exceeding the micropurchase threshold, customers are to give preference to small business concerns when two or more items at the same delivered price will satisfy their requirement.

2.1 GEOGRAPHIC SCOPE OF CONTRACT:

Domestic delivery is delivery within the 48 contiguous states, Alaska, Hawaii, Puerto Rico, Washington, DC, and U.S. Territories. Domestic delivery also includes a port or consolidation point, within the aforementioned areas, for orders received from overseas activities.

Overseas delivery is delivery to points outside of the 48 contiguous states, Washington, DC, Alaska, Hawaii, Puerto Rico, and U.S. Territories.

Offerors are requested to check one of the following boxes:

- The Geographic Scope of Contract will be domestic and overseas delivery.
- The Geographic Scope of Contract will be overseas delivery only.
- The Geographic Scope of Contract will be domestic delivery only.

For Special Item Number 132-53 Wireless Services ONLY, if awarded, list the limited geographic coverage area:

2.2 CONTRACTOR'S ORDERING ADDRESS AND PAYMENT INFORMATION:

Dakota Consulting, Inc.
1110 Bonifant Street, Suite 310
Silver Spring, MD 20910-3358

Contractor must accept the credit card for payments equal to or less than the micro-purchase for oral or written orders under this contract. The Contractor and the ordering agency may agree to use the credit card for dollar amounts over the micro-purchase threshold (See GSAR 552.232-79 Payment by Credit Card). In addition, bank account information for wire transfer payments will be shown on the invoice.

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

Telephone: (240) 839-7812
Fax: (240) 254-3187
Email: GSA-Orders@Dakota-Consulting.com

When Authorized Dealers are allowed by the Contractor to bill ordering activities and accept payment, the order and/or payment must be in the name of the Contractor, in care of the Authorized Dealer.

2.3 LIABILITY FOR INJURY OR DAMAGE

The Contractor shall not be liable for any injury to ordering activity personnel or damage to ordering activity property arising from the use of equipment maintained by the Contractor, unless such injury or damage is due to the fault or negligence of the Contractor.

2.4 STATISTICAL DATA FOR GOVERNMENT ORDERING OFFICE COMPLETION OF STANDARD FORM 279:

Block 9: G. Order/Modification Under Federal Schedule Contract
Block 16: Data Universal Numbering System (DUNS) Number: 16-892-6264
Block 30: Type of Contractor: A. Small Disadvantaged Business
Block 31: Woman-Owned Small Business - Yes
Block 37: Contractor's Taxpayer Identification Number (TIN): 20-1419888

- 4a. CAGE Code: 33EX5
- 4b. Contractor has registered with the Central Contractor Registration Database.

2.5 FOB DESTINATION

Dakota Consulting, Inc.
1110 Bonifant Street, Suite 310
Silver Spring, MD 20910

2.6 DELIVERY SCHEDULE

- a. TIME OF DELIVERY: The Contractor shall deliver to destination within the number of calendar days after receipt of order (ARO), as set forth below:

SPECIAL ITEM NUMBER	DELIVERY TIME (Days ARO)
<u>132-51</u>	To be determined between Dakota Consulting, Inc. and the Ordering Activity at the time that the order is placed.

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

c. DELIVERY CATEGORIES

- i. SIN 132-54 and SIN 132-55, ACCELERATED SERVICE DELIVERY (7 calendar days or less): the time required for COMSATCOM services to be available after order award. Under Accelerated Service Task Orders, service acceptance testing, unless otherwise required by the satellite provider or host nation, shall be deferred until Ordering Activity operations permit.

- ii. SIN 132-54 and SIN 132-55, TIME-CRITICAL DELIVERY (4 hours or less): the time required for COMSATCOM services to be available after order award. Under Time-Critical Task Orders, service acceptance testing unless otherwise required by the satellite provider or host nation shall be deferred until Ordering Activity operations permit. Time-Critical Delivery shall be predicated on the availability of COMSATCOM transponded capacity (contracted bandwidth and power, pre-arranged Host Nation Agreements, frequency clearance) or COMSATCOM subscription services (bandwidth, terminals, network resources, etc.).

- iii. For SIN 132-54 and SIN 132-55, EXTENDED SERVICE DELIVERY TIMES: the time required under extenuating circumstances for COMSATCOM services to be available after order award. Such extenuating

circumstances may include extended time required for host nation agreements or landing rights, or other time intensive service delivery requirements as defined in the individual requirement. Any such extended delivery times will be negotiated between the Ordering Activity and Contractor.

2.7 DISCOUNTS

Prices shown are NET Prices; Basic Discounts have been deducted. Government Education Institutions are offered the same discounts as all other Government customers.

2.8 TRADE AGREEMENTS ACT OF 1979, AS AMENDED

All items are U.S. made end products, designated country end products, Caribbean Basin country end products, Canadian end products, or Mexican end products as defined in the Trade Agreements Act of 1979, as amended.

2.9 STATEMENT CONCERNING AVAILABILITY OF EXPORT PACKING

NOT APPLICABLE

2.10 SMALL REQUIREMENTS

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

2.11 MAXIMUM ORDER (ALL DOLLAR AMOUNTS ARE EXCLUSIVE OF ANY DISCOUNT FOR PROMPT PAYMENT.)

- a. The Maximum Order value for the following Special Item Numbers (SINs) is \$500,000:
Special Item Number 132-51 - Information Technology Professional Services

2.12 ORDERING PROCEDURES FOR FEDERAL SUPPLY SCHEDULE CONTRACTS

Ordering activities shall use the ordering procedures of Federal Acquisition Regulation (FAR) 8.405 when placing an order or establishing a BPA for supplies or services. These procedures apply to all schedules.

- a. FAR 8.405-1 Ordering procedures for supplies, and services not requiring a statement of work.
- b. FAR 8.405-2 Ordering procedures for services requiring a statement of work.

2.13 FEDERAL INFORMATION TECHNOLOGY/TELECOMMUNICATION STANDARDS REQUIREMENTS

Ordering activities acquiring products from this Schedule must comply with the provisions of the Federal Standards Program, as appropriate (reference: NIST Federal Standards Index). Inquiries to determine whether or not specific products listed herein comply with Federal Information Processing Standards (FIPS) or Federal Telecommunication Standards (FED-STDS), which are cited by ordering activities, shall be responded to promptly by the Contractor.

2.13.1 FEDERAL INFORMATION PROCESSING STANDARDS PUBLICATIONS (FIPS PUBS)

Information Technology products under this Schedule that do not conform to Federal Information Processing Standards (FIPS) should not be acquired unless a waiver has been granted in accordance with the applicable "FIPS Publication." Federal Information Processing Standards Publications (FIPS PUBS) are issued by the U.S. Department of Commerce, National Institute of Standards and Technology (NIST), pursuant to National Security Act. Information concerning their availability and applicability should be obtained from the National Technical Information Service (NTIS), 5285 Port Royal Road, Springfield, Virginia 22161. FIPS PUBS include voluntary standards when these are adopted for Federal use. Individual orders for FIPS PUBS should be referred to the NTIS Sales Office, and orders for subscription service should be referred to the NTIS Subscription Officer, both at the above address, or telephone number (703) 487-4650.

2.13.2 FEDERAL TELECOMMUNICATION STANDARDS (FED-STDS)

Telecommunication products under this Schedule that do not conform to Federal Telecommunication Standards (FED-STDS) should not be acquired unless a waiver has been granted in accordance with the applicable "FED-STD." Federal Telecommunication Standards are issued by the U.S. Department of Commerce, National Institute of Standards and Technology (NIST), pursuant to National Security Act. Ordering information and information concerning the availability of FED-STDS should be obtained from the GSA, Federal Acquisition Service, Specification Section, 470 East L'Enfant Plaza, Suite 8100, SW, Washington, DC 20407, telephone number (202)619-8925. Please include a self-addressed mailing label when requesting information by mail. Information concerning their applicability can be obtained by writing or calling the U.S. Department of Commerce, National Institute of Standards and Technology, Gaithersburg, MD 20899, telephone number (301)975-2833.

2.14 CONTRACTOR TASKS / SPECIAL REQUIREMENTS (C-FSS-370) (NOV 2003)

- (a) **Security Clearances:** The Contractor may be required to obtain/possess varying levels of security clearances in the performance of orders issued under this contract. All costs associated with obtaining/possessing such security clearances should be factored into the price offered under the Multiple Award Schedule.
- (b) **Travel:** The Contractor may be required to travel in performance of orders issued under this contract. Allowable travel and per diem charges are governed by Pub .L. 99-234 and FAR Part 31, and are reimbursable by the ordering agency or can be priced as a fixed price item on orders placed under the Multiple Award Schedule. Travel in performance of a task order will only be reimbursable to the extent authorized by the ordering agency. The Industrial Funding Fee does NOT apply to travel and per diem charges.
- (c) **Certifications, Licenses and Accreditations:** As a commercial practice, the Contractor may be required to obtain/possess any variety of certifications, licenses and accreditations for specific FSC/service code classifications offered. All costs associated with obtaining/ possessing such certifications, licenses and accreditations should be factored into the price offered under the Multiple Award Schedule program.
- (d) **Insurance:** As a commercial practice, the Contractor may be required to obtain/possess insurance coverage for specific FSC/service code classifications offered. All costs associated with obtaining/possessing such insurance should be factored into the price offered under the Multiple Award Schedule program.
- (e) **Personnel:** The Contractor may be required to provide key personnel, resumes or skill category descriptions in the performance of orders issued under this contract. Ordering activities may require agency approval of additions or replacements to key personnel.
- (f) **Organizational Conflicts of Interest:** Where there may be an organizational conflict of interest as determined by the ordering agency, the Contractor's participation in such order may be restricted in accordance with FAR Part 9.5.
- (g) **Documentation/Standards:** The Contractor may be requested to provide products or services in accordance with rules, regulations, OMB orders, standards and documentation as specified by the agency's order.
- (h) **Data/Deliverable Requirements:** Any required data/deliverables at the ordering level will be as specified or negotiated in the agency's order.
- (i) **Government-Furnished Property:** As specified by the agency's order, the Government may provide property, equipment, materials or resources as necessary.
- (j) **Availability of Funds:** Many Government agencies' operating funds are appropriated for a specific fiscal year. Funds may not be presently available for any orders placed under the contract or any option year. The Government's obligation on orders placed under this contract is contingent upon the availability of appropriated funds from which payment for ordering purposes can be made. No legal liability on the part of the Government for any payment may arise until funds are available to the ordering Contracting Officer.
- (k) **Overtime:** For professional services, the labor rates in the Schedule should not vary by virtue of the Contractor having worked overtime. For services applicable to the Service Contract Act (as identified in the Schedule), the labor rates in the Schedule will vary as governed by labor laws (usually assessed a time and a half of the labor rate).

2.15 CONTRACT ADMINISTRATION FOR ORDERING ACTIVITIES:

Any ordering activity, with respect to any one or more delivery orders placed by it under this contract, may exercise the same rights of termination as might the GSA Contracting Officer under provisions of FAR 52.212-4, paragraphs (l) Termination for the ordering activity's convenience, and (m) Termination for Cause (See 52.212-4)

2.16 GSA ADVANTAGE!

GSA Advantage! is an on-line, interactive electronic information and ordering system that provides on-line access to vendors' schedule prices with ordering information. GSA Advantage! will allow the user to perform various searches across all contracts including, but not limited to:

- (1) Manufacturer;
- (2) Manufacturer's Part Number; and
- (3) Product categories.

Agencies can browse GSA Advantage! by accessing the Internet World Wide Web utilizing a browser (ex.: NetScape). The Internet address is <http://www.gsadvantage.gov>

2.17 PURCHASE OF OPEN MARKET ITEMS

NOTE: Open Market Items are also known as incidental items, noncontract items, non-Schedule items, and items not on a Federal Supply Schedule contract. ODCs (Other Direct Costs) are not part of this contract and should be treated as open market purchases. Ordering Activities procuring open market items must follow FAR 8.402(f).

For administrative convenience, an ordering activity contracting officer may add items not on the Federal Supply Multiple Award Schedule (MAS) -- referred to as open market items -- to a Federal Supply Schedule blanket purchase agreement (BPA) or an individual task or delivery order, **only if-**

- (1) All applicable acquisition regulations pertaining to the purchase of the items not on the Federal Supply Schedule have been followed (e.g., publicizing (Part 5), competition requirements (Part 6), acquisition of commercial items (Part 12), contracting methods (Parts 13, 14, and 15), and small business programs (Part 19));
- (2) The ordering activity contracting officer has determined the price for the items not on the Federal Supply Schedule is fair and reasonable;
- (3) The items are clearly labeled on the order as items not on the Federal Supply Schedule; and
- (4) All clauses applicable to items not on the Federal Supply Schedule are included in the order.

2.18 CONTRACTOR COMMITMENTS, WARRANTIES AND REPRESENTATIONS

a. For the purpose of this contract, commitments, warranties and representations include, in addition to those agreed to for the entire schedule contract:

- (1) Time of delivery/installation quotations for individual orders;
- (2) Technical representations and/or warranties of products concerning performance, total system performance and/or configuration, physical, design and/or functional characteristics and capabilities of a product/equipment/ service/software package submitted in response to requirements which result in orders under this schedule contract.
- (3) Any representations and/or warranties concerning the products made in any literature, description, drawings and/or specifications furnished by the Contractor.

b. The above is not intended to encompass items not currently covered by the GSA Schedule contract.

2.19 OVERSEAS ACTIVITIES

The terms and conditions of this contract shall apply to all orders for installation, maintenance and repair of equipment in areas listed in the pricelist outside the 48 contiguous states and the District of Columbia, except as indicated below:

NOT APPLICABLE

Upon request of the Contractor, the ordering activity may provide the Contractor with logistics support, as available, in accordance with all applicable ordering activity regulations. Such ordering activity support will be provided on a reimbursable basis, and will only be provided to the Contractor's technical personnel whose services are exclusively required for the fulfillment of the terms and conditions of this contract.

2.20 BLANKET PURCHASE AGREEMENTS (BPAS)

The use of BPAs under any schedule contract to fill repetitive needs for supplies or services is allowable. BPAs may be established with one or more schedule contractors. The number of BPAs to be established is within the discretion of the ordering activity establishing the BPA and should be based on a strategy that is expected to maximize the effectiveness of the BPA(s). Ordering activities shall follow FAR 8.405-3 when creating and implementing BPA(s).

2.21 CONTRACTOR TEAM ARRANGEMENTS

Contractors participating in contractor team arrangements must abide by all terms and conditions of their respective contracts. This includes compliance with Clauses 552.238-74, Industrial Funding Fee and Sales Reporting, i.e., each contractor (team member) must report sales and remit the IFF for all products and services provided under its individual contract.

2.22 INSTALLATION, DEINSTALLATION, REINSTALLATION

The Davis-Bacon Act (40 U.S.C. 276a-276a-7) provides that contracts in excess of \$2,000 to which the United States or the District of Columbia is a party for construction, alteration, or repair (including painting and decorating) of public buildings or public works with the United States, shall contain a clause that no laborer or mechanic employed directly upon the site of the work shall received less than the prevailing wage rates as determined by the Secretary of Labor. The requirements of the Davis-Bacon Act do not apply if the construction work is incidental to the furnishing of supplies, equipment, or services. For example, the requirements do not apply to simple installation or alteration of a public building or public work that is incidental to furnishing supplies or equipment under a supply contract. However, if the construction, alteration or repair is segregable and exceeds \$2,000, then the requirements of the Davis-Bacon Act applies.

The ordering activity issuing the task order against this contract will be responsible for proper administration and enforcement of the Federal labor standards covered by the Davis-Bacon Act. The proper Davis-Bacon wage determination will be issued by the ordering activity at the time a request for quotations is made for applicable construction classified installation, deinstallation, and reinstallation services under SIN 132-8 or 132-9.

2.23 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.DakotaConsulting.com

The EIT standard can be found at: www.Section508.gov/.

2.24 PRIME CONTRACTOR ORDERING FROM FEDERAL SUPPLY SCHEDULES

Prime Contractors (on cost reimbursement contracts) placing orders under Federal Supply Schedules, on behalf of an ordering activity, shall follow the terms of the applicable schedule and authorization and include with each order

- (a) A copy of the authorization from the ordering activity with whom the contractor has the prime contract (unless a copy was previously furnished to the Federal Supply Schedule contractor); and

- (b) The following statement:

This order is placed under written authorization from _____ dated _____. In the event of any inconsistency between the terms and conditions of this order and those of your Federal Supply Schedule contract, the latter will govern.

2.25 INSURANCE—WORK ON A GOVERNMENT INSTALLATION (JAN 1997)(FAR 52.228-5)

(a) The Contractor shall, at its own expense, provide and maintain during the entire performance of this contract, at least the kinds and minimum amounts of insurance required in the Schedule or elsewhere in the contract.

(b) Before commencing work under this contract, the Contractor shall notify the Contracting Officer in writing that the required insurance has been obtained. The policies evidencing required insurance shall contain an endorsement to the effect that any cancellation or any material change adversely affecting the Government's interest shall not be effective—

- (1) For such period as the laws of the State in which this contract is to be performed prescribe; or
- (2) Until 30 days after the insurer or the Contractor gives written notice to the Contracting Officer, whichever period is longer.

(c) The Contractor shall insert the substance of this clause, including this paragraph (c), in subcontracts under this contract that require work on a Government installation and shall require subcontractors to provide and maintain the insurance required in the Schedule or elsewhere in the contract. The Contractor shall maintain a copy of all subcontractors' proofs of required insurance, and shall make copies available to the Contracting Officer upon request.

2.26 SOFTWARE INTEROPERABILITY

Offerors are encouraged to identify within their software items any component interfaces that support open standard interoperability. An item's interface may be identified as interoperable on the basis of participation in a Government agency-sponsored program or in an independent organization program. Interfaces may be identified by reference to an interface registered in the component registry located at <http://www.core.gov>.

2.27 ADVANCE PAYMENTS

A payment under this contract to provide a service or deliver an article for the United States Government may not be more than the value of the service already provided or the article already delivered. Advance or pre-payment is not authorized or allowed under this contract. (31 U.S.C. 3324)

3 TERMS AND CONDITIONS APPLICABLE TO INFORMATION TECHNOLOGY (IT) PROFESSIONAL SERVICES (SPECIAL ITEM NUMBER 132-51)

3.1 SCOPE

- a. The prices, terms and conditions stated under Special Item Number 132-51 Information Technology Professional Services apply exclusively to IT/IAM Professional Services within the scope of this Information Technology Schedule.
- b. The Contractor shall provide services at the Contractor's facility and/or at the ordering activity location, as agreed to by the Contractor and the ordering activity.

3.2 PERFORMANCE INCENTIVES: I-FSS-60 PERFORMANCE INCENTIVES (APRIL 2000)

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

3.3 ORDER

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

3.4 PERFORMANCE OF SERVICES

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

3.5 STOP-WORK ORDER (FAR 52.242-15) (AUG 1989)

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

during the period of work stoppage. Within a period of 90 days after a stop-work is delivered to the Contractor, or within any extension of that period to which the parties shall have agreed, the Contracting Officer shall either-

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

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

- (1) The stop-work order results in an increase in the time required for, or in the Contractor's cost properly allocable to, the performance of any part of this contract; and
- (2) The Contractor asserts its right to the adjustment within 30 days after the end of the period of work stoppage; provided, that, if the Contracting Officer decides the facts justify the action, the Contracting Officer may receive and act upon the claim submitted at any time before final payment under this contract.

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

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

3.6 INSPECTION OF SERVICES

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

3.7 RESPONSIBILITIES OF THE CONTRACTOR

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

3.8 RESPONSIBILITIES OF THE ORDERING ACTIVITY

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

3.9 INDEPENDENT CONTRACTOR

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

3.10 ORGANIZATIONAL CONFLICTS OF INTEREST

a. Definitions.

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

“Contractor and its affiliates” and “Contractor or its affiliates” refers to the Contractor, its chief executives, directors, officers, subsidiaries, affiliates, subcontractors at any tier, and consultants and any joint venture involving

the Contractor, any entity into or with which the Contractor subsequently merges or affiliates, or any other successor or assignee of the Contractor.

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

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

3.11 INVOICES

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

3.12 PAYMENTS

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

(a) The Government contemplates award of a Time-and-Materials or Labor-Hour type of contract resulting from this solicitation.

(b) The offeror must specify fixed hourly rates in its offer that include wages, overhead, general and administrative expenses, and profit. The offeror must specify whether the fixed hourly rate for each labor category applies to labor performed by—

- (1) The offeror;
- (2) Subcontractors; and/or
- (3) Divisions, subsidiaries, or affiliates of the offeror under a common control.

3.13 RESUMES

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

3.14 INCIDENTAL SUPPORT COSTS

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

3.15 APPROVAL OF SUBCONTRACTS

The ordering activity may require that the Contractor receive, from the ordering activity's Contracting Officer, written consent before placing any subcontract for furnishing any of the work called for in a task order.

3.16 DESCRIPTION OF IT/IAM PROFESSIONAL SERVICES AND PRICING

a. The Contractor shall provide a description of each type of IT/IAM Service offered under Special Item Numbers 132-51 IT/IAM Professional Services should be presented in the same manner as the Contractor sells to its commercial and other ordering activity customers. If the Contractor is proposing hourly rates, a description of all corresponding commercial job titles (labor categories) for those individuals who will perform the service should be provided.

b. Dakota Business Areas/Services

Services offered by Dakota Consulting, Inc. under this schedule include professional information technology services under SIN 132-51, and include support in the following areas:

- IT Facility Operation and Maintenance (FPDS Code D301)
- IT Systems Development Services (FPDS Code D302)
- IT Systems Analysis Services (FPDS Code D306)
- Automated Information Systems Design and Integration Services (FPDS Code D307)
- Programming Services (FPDS Code D308)
- IT Backup and Security Services (FPDS Code 310)
- IT Data Conversion Services (FPDS D311)
- ADP System Acquisition Support Services. (FPDS D314)
- IT Network Management Services (FPDS D316)
- Other Information Technology Services. Not Elsewhere Classified (FDS Code D399)

Business Area 1: Managed IT Services

Dakota will provide IT Managed Services to GSA FSS clients either at Dakota facilities or at client sites. These services will include, but not be limited to, the following:

- Data Center operations
- Desktop services
- Performance-based seat management
- LAN/WAN/BAN/VPN architecture and implementation
- Network design and management
- Help desk and call center operations
- Product evaluation
- Information assurance
- User technical support services
- Life cycle documentation
- Data analysis
- Technology refresh
- Service Desk (Tier 1, 2, and 3) support services

Business Area 2: IT Security

Dakota will provide IT Security Systems Design, Operations, and Maintenance to GSA FSS clients either at Dakota facilities or at client sites. These services will include, but not be limited to, the following:

- Business security needs analysis
- Security planning and roadmap development
- Security program, policies and procedure development
- Security audits and assessments
- Vulnerability and threat assessments
- Penetration testing
- Phone-line scanning and war dialing
- Security Operations support services.

Business Area 3: Program Management

Dakota will provide Program Management and Logistics Support services to GSA FSS clients either at Dakota facilities or at client sites. These services will include, but not be limited to, the following:

- Strategic planning
- Mission area analysis
- Logistics
- Paralegal services
- Asset management
- Budget analysis
- Systems life cycle management
- Risk assessment and mitigation
- Quality assurance
- Configuration management
- Acquisition support
- Research studies.

Business Area 4: IT Systems Integration

Dakota will provide IT Systems Engineering, Integration and Technical Assistance to GSA FSS clients either at Dakota facilities or at client sites. These services will include, but not be limited to, the following:

- Systems engineering management and analysis
- Technology planning and analysis
- Database design development, and integration
- Business process engineering
- Engineering analysis
- Technology planning and refresh
- Database design and integration
- Independent verification and validation.

Business Area 5: E-Business Solutions

Dakota will provide eBusiness Solutions and engineering services to GSA FSS clients either at Dakota facilities or at client sites. These services will include, but not be limited to, the following:

- Web site and portal design and development
- Database engineering
- Communications engineering
- Data modeling
- Web-enabled applications
- Document/records management, storage, and retrieval
- Electronic publishing.

c. Labor Category Descriptions

When determining the qualifications of an individual to fill one of the positions offered, substitutions for the education and experience requirements may be made, as shown in Tables 3-1 and 3-2. The minimum education and experience will be met when the education equivalencies in Tables 3-1 and 3-2 are considered.

Additional education achievements in excess of requirements can be substituted for experience requirements:

Table 3-1		
Education Substitutions for Experience		
Required Education	Actual Education Obtained	Additional Years of Experience Credited the DAKOTA Employee
MA/MS	Ph.D./J.D./M.D.	4
BA/BS	Ph.D./J.D./M.D.	6
BA/BS	MA/MS	2
AA / Technical Institute / Military Training	MA/MS	4
AA / Technical Institute / Military Training	BA/BS	2
HS/GED	BA/BS	4

Additional experience in excess of requirements can be substituted for educational requirements:

Table 3-2		
Experience Substitutions for Education		
Actual Education	Required Education	Additional Years of Experience Required by DAKOTA
NONE	HS/GED	2
HS/GED	AA / Technical Institute	2
HS/GED	BA/BS	4
HS/GED	MA/MS	6
HS/GED	Ph.D./J.D./M.D.	No Equivalency
AA / Technical Institute	BA/BS	2
AA / Technical Institute	MA/MS	4
AA / Technical Institute	Ph.D./J.D./M.D.	No Equivalency
BA/BS	MA/MS	2
BA/BS	Ph.D./J.D./M.D.	6
MA/MS	Ph.D./J.D./M.D.	4

Dakota labor category descriptions are presented in CLIN numeric order.

CLIN:	01	
Labor Category:	Application Programmer – I	
	Minimum	Preferred
Education:	AA	BS/BA
Required Experience:	2 years	4 years
Qualifications:	<p>Minimum 2 years experience working from specifications to develop/update moderately complex system software programming applications using engineering releases, libraries, and utilities from the manufacturer.</p> <p>Minimum 2 years with preferred 4 years experience in designing, coding, testing, debugging and documenting systems software.</p>	
Functional Responsibility:	<p>Responsible for applications dealing with the overall operating system, such as file maintenance routines, telecommunications networks, computer accounting, and mathematical or scientific packages.</p> <p>Responsible for monitoring and corrective action on application and web server components.</p> <p>May support quality assurance review and evaluation of new and existing software products.</p>	

CLIN:	02	
Labor Category:	Application Programmer – II	
	Minimum	Preferred
Education:	BS/BA	MS/MA
Required Experience:	4 years	6 years
Qualifications:	<p>Knowledge of or certification in specific applications or processes may be required in the following areas: Web technologies, design technologies, specific programming languages, authoring languages and systems, and Modeling and Simulation (M&S) technologies, processes, and tools.</p> <p>Minimum 4 years with preferred 6 years of experience in generated new software code, correcting, converting and/or modifying existing code to meet documented standards.</p> <p>Minimum 4 years with preferred 6 years of experience in design phase of software development life cycle.</p> <p>Minimum 4 years of experience with structured software testing methodology.</p>	
Functional Responsibility:	<p>Designs new and/or redesigns and maintains existing software products</p> <p>Identifies client needs and develops design documents</p> <p>Performs data and technical analysis of customer needs.</p> <p>Performs a variety of testing procedures on assigned products, analyzes test results, and corrects problems; prepares test scripts and descriptions and examines to locate necessary modifications</p> <p>Analyzes and modifies program specifications and documentation to support contract requirements</p> <p>Provides customer support to clients and troubleshoots problems.</p>	

CLIN:	03	
Labor Category:	Computer Security Specialist – I	
	Minimum	Preferred
Education:	BA/BS	MS
Required Experience:	3 years	5 years
Qualifications:	<p>Minimum 3 years with a preference for 5 years of applied experience in the analysis, design, monitoring, and installation of information security practices and programs.</p> <p>Minimum 3 years experience working with commercially available and open source security technologies and have experience in application of leading edge security products/practices.</p> <p>Minimum 3 years experience with federal information assurance and information security guidance, e.g., NIST, OMB, FIPS.</p>	
Functional Responsibility:	<p>Under general direction, provides information security support to internal and external customers.</p> <p>Analyzes basic customer security requirements and makes recommendations for improvement to information security databases or platforms.</p> <p>Provides information security support, such as violation reports, PC security policies, incident response, and maintenance, to customers. Promotes customer information security compliance, according to corporate and local security standards, by verifying data from pre-existing audit programs.</p> <p>Investigates information security logging and violation reports and contacts managers as appropriate.</p>	

CLIN:	04	
Labor Category:	Computer Security Specialist – II	
	Minimum	Preferred
Education:	BS/BA	MS/MA
Required Experience:	5 years	8 years
Qualifications:	<p>Minimum of 5 years with a preference for 8 years of experience in the field of data communications, information systems security, and/or information assurance security.</p> <p>Minimum of 5 years of combined experience in the data security aspects of IT and/or the documented ability to conduct security audits and certifications in support of federal accreditation decisions. (C&A).</p> <p>Knowledge of subversive organizations and their methods of operation; knowledge of national communications security practices</p> <p>Must have excellent written and oral communication skills.</p> <p>In-depth knowledge of civilian and DoD security policies and procedures is essential.</p>	
Functional Responsibility:	<p>Assists in the development and coordination of communications security policies and standards for an agency; assists in the conducting of studies and analysis of existing security communications and policies and procedures to assure currency and applicability. Assist in preparing new or revised policy. Participates in security evaluations of communications centers to determine compliance with security policies and standards. Performs all procedures necessary to ensure the safety of information systems assets and to protect systems from intentional or inadvertent access or destruction. May be involved with databases, networks, stand-alone microcomputers, mainframes, of minicomputers. Interfaces with the user community to understand their security needs and implements procedures to provide support. Ensures that the user community understands and adheres to the level of security provided. Will conduct required security audits, risk assessments, and other certification activities.</p>	

CLIN:	05	
Labor Category:	Configuration Management Analyst – I	
	Minimum	Preferred
Education:	BA/BS	BS
Required Experience:	2 years	4 years
Qualifications:	<p>Minimum of 2 years with preference for 4 years of experience in developing configuration management plans and procedures that are compliant with established IT directives.</p> <p>Minimum of 2 years supervised experience with Change Control Boards and the implementation and testing processes supporting change management, system development life cycle version control and trouble report management.</p>	
Functional Responsibility:	<p>Under supervision, serves as advocate of configuration change control, performs configuration control of configuration baselines, ensures changes are in accordance with approved procedures, manages software and hardware configurations in accordance with design control procedures, attends Configuration Control Board meetings, and prepares reports on impacts of changes in form, fit, and function of approved baselines. Makes recommendations on procedural changes when necessary to ensure hardware and software releases meet configuration and quality standards.</p>	

CLIN:	06	
Labor Category:	Configuration Management Analyst – II	
	Minimum	Preferred
Education:	BS/BA	MS
Required Experience:	3 years	6 years
Qualifications:	<p>Minimum of 3 years with a preference for 6 years of experience in developing configuration management plans that are compliant with established directives and ISO standards.</p> <p>Minimum 3 years of documented experience in establishing configuration management plans and conducting reviews of Configuration Management policy.</p> <p>Minimum of 3 years experience in implementing Change Control Boards and the process supporting system development life cycle version control and trouble report management.</p>	
Functional Responsibility:	<p>Serves as advocate of configuration change control, performs and manages configuration control of configuration baselines, ensures changes are in accordance with approved procedures, manages software and hardware configurations in accordance with design control procedures, receives and reviews engineering change proposals, leads Configuration Control Board meetings, and approves reports on impacts of changes in form, fit, and function of approved baselines. Makes recommendations and/or reviews and approves procedural changes when necessary to ensure hardware and software releases meet configuration and quality standards.</p>	

CLIN:	07	
Labor Category:	Database Analyst/Programmer – I	
	Minimum	Preferred
Education:	BS/BA	MS/MA
Required Experience:	5 years	7 years
Qualifications:	<p>Minimum of 5 years with a preference for 7 years of proven technical experience in administration, analysis, and programming of computerized databases and associated database query languages.</p> <p>Minimum of 5 years working at an independent level performing all phases of database management, e.g., maintaining database dictionaries, data diagrams, developed structured queries, etc.</p> <p>Must have a degree in computer science, information systems, engineering, or a related field.</p>	
Functional Responsibility:	<p>Updates, reviews, and maintains complex databases with respect to the operating system, access methods, access time, device allocation, validation checks, organization, protection and security, documentation, guidelines, and statistical methods. Maintains database dictionaries, data diagram and data models as part of operational and maintenance support of databases.</p>	

CLIN:	08	
Labor Category:	Database Analyst/Programmer – II	
	Minimum	Preferred
Education:	BS/BA	MS/MA
Required Experience:	7 years	10 years
Qualifications:	<p>Must have a minimum of 7 years with a preference for 10 years of proven technical experience in administration, analysis, design and programming of computerized databases and associated database query language.</p> <p>Must have a minimum of 7 years of documented experience in data modeling, data design, and data migration methods and techniques.</p> <p>Required degree in computer science, information systems, engineering, or a related field.</p>	
Functional Responsibility:	<p>Designs, develops, implements, and maintains complex databases with respect to the operating system, access methods, access time, device allocation, validation checks, organization, protection and security, documentation, guidelines, and statistical methods. Develops complex database designs, structured queries, reports, scripts, and other database code in support of automated systems development. Develops and maintains database dictionaries, entity relationships models, data models, monitors standards and procedures, and integrates system functionality through database design.</p>	

CLIN:	09	
Labor Category:	Desktop Technician – I	
	Minimum	Preferred
Education:	High School	AA or Technical School
Required Experience:	3 years	5 years
Qualifications:	<p>Must have a minimum of 3 with a preference for 5 years of direct hands-on experience with network installations, other communications systems and/or desktop systems installation and maintenance.</p> <p>Should be capable of working independently and solving problems expeditiously.</p>	
Functional Responsibility:	<p>Under direct supervision, performs onsite installation and preventative maintenance of equipment/electronic devices. Performs diagnostics and analysis on equipment/ electronic devices. Performs periodic and corrective maintenance on installed equipment and responds to service calls based on priority. Modifies or updates equipment when necessary. Ensures proper inventory of equipment, parts and materials. Maintains records and paperwork. Interacts with customer to ensure satisfaction. May develop schedules and provide technical assistance on the repair of equipment/electronics.</p>	

CLIN:	10	
Labor Category:	Document Specialist – Senior	
	Minimum	Preferred
Education:	AA/AS	BS/BA
Required Experience:	3 years	5 years
Qualifications:	<p>Must have a minimum of 3 years with a preference for 5 years of experience in preparing technical documentation, which includes conducting research for applicable Government and industry documentation standards; technical writing and documentation experience pertaining to all aspects of ADP.</p> <p>Must have a minimum of 3 years experience working with Microsoft office products, e.g., Word, Excel, PowerPoint.</p> <p>Demonstrated ability to work independently or under general direction.</p>	
Functional Responsibility:	<p>Working under general direction prepares and/or maintains systems, programming, and operations documentation, procedures, and methods (e.g. user and reference manuals). Gathers, analyzes, and composes technical information. Conducts research and ensures the use of proper technical terminology. Translates technical information into clear, readable documents to be used by technical and non-technical personnel. Maintains an up-to-date internal documentation library. Provides or coordinates special documentation services, as required. May act as project leader for large documentation jobs.</p>	

CLIN:	11	
Labor Category:	Enterprise Architect	
	Minimum	Preferred
Education:	MS	MS or PhD
Required Experience:	10 years	15 years
Qualifications:	<p>Must have a minimum of 10 years with a preference of 15 years experience as a systems architect for a system of significant size and complexity.</p> <p>Must have a minimum of 10 years documented experience executing system designs and participated in system development projects through the entire system development life cycle, e.g., business process analysis, requirements definition, design implementation.</p> <p>Should have current knowledge of modern design tools and be fluent in test and IV&V concepts.</p>	
Functional Responsibility:	<p>Conceptualizes, designs, and develops system/product solutions for enterprise-wide IT and/or engineering/manufacturing processes. Translates customer and organizational objectives and critical success factors into actionable business, organization and technology strategies. Creates IT plans based on an understanding of the customer's organization, strategic direction, technology context, and business needs. Leads and collaborates to conceptualize total systems and/or product solutions. Architects, designs, and develops integrated business/engineering systems and products to achieve client and company business goals. Leads others in the definition of project scope, plans, and deliverables including cost projections and proposed implementation dates. Controls project requirements, scope and change management issues.</p>	

CLIN:	12	
Labor Category:	Functional Subject Matter Expert (FSME) – I	
	Minimum	Preferred
Education:	BS	MS/MA
Required Experience:	10 years	15 years
Qualifications:	Must have a minimum of 10 years with a preference for 15 years of direct related experience needed for the applications or endeavor. Experience must be documented as hands-on participation in the subject matter field.	
Functional Responsibility:	Provides expert-level support in specialized technology areas or disciplines that included, but is not limited to, elements such as: information assurance, IT systems security, research, studies, requirements/ specification definition, analysis, assessments, planning, acquisition, design, development, integration, testing, installation, performance tuning, deployment or maintenance. Develops solutions to complex problems. Works closely with information technologists to identify the best technological solution to technical issues. Presents technical presentations of findings. Uses applicable methodologies, modeling/estimating techniques, tools and applications and database software to perform advanced tasks. May lead or manage a technical project.	

CLIN:	13	
Labor Category:	Functional Subject Matter Expert (FSME) – II	
	Minimum	Preferred
Education:	MA/MS	PhD
Required Experience:	15 years	20+ years
Qualifications:	Must have a minimum of 15 years with a preference for 20 years direct related experience needed for the applications or endeavor. Experience must be documented as hands-on participation in the subject matter field.	
Functional Responsibility:	Provides expert-level support in specialized technology areas or disciplines that included, but is not limited to, elements such as: information assurance, IT systems security, operations, management consulting, research, studies, requirements/ specification definition, analysis, assessments, planning, acquisition, design, development, integration, testing, installation, performance tuning, deployment, security, information assurance, capital planning, business process engineering or maintenance. Develops solutions to complex problems. Works closely with information technologists to identify the best technological solution to technical issues. Presents technical presentations of findings. Uses applicable methodologies, modeling/estimating techniques, tools and applications and database software to perform advanced tasks. May lead or manage a technical project.	

CLIN:	14	
Labor Category:	IT Configuration Manager	
	Minimum	Preferred
Education:	BS/BA	MS/BA
Required Experience:	5 years	7 years
Qualifications:	Must have a minimum of 5 years with a preference for 7 years experience in developing and overseeing the development of configuration management plans, processes, and implementations that are compliant with ITIL framework. Must have a minimum of 5 years experience establishing configuration management plans through utilization of business process analysis and data collection efforts to identify and optimize configuration management throughout enterprise. Must have excellent interpersonal and organization skills.	
Functional Responsibility:	Provide management with configuration status report that include suggestions for dealing with errors, shortcomings, or general changes. Ensuring that change implementations are authorized by the Change AdvisoryBoard (CAB) and the appropriate management coordination. Managing the process to ensure that changes are reviewed, approved and distributed throughout the organization. Perform periodic configuration audits to validate accuracy and adherence to defined policy and procedures. Developing, organizing and recommending training associated with configuration. Defining interfaces with Change Management, Incident and Problem Management Release Management, computer operations, logistics, and administrative functions.	

CLIN:	15	
Labor Category:	Program Manager – I	
	Minimum	Preferred
Education:	BS/BA	MS/MA
Required Experience:	12 years	15+ years
Qualifications:	<p>Must have a minimum of 12 years with a preference for 15 years of direct experience in managing multiple IT task orders or IT services projects simultaneously.</p> <p>Must have a minimum of 12 years documented experience in project management within a defined IT discipline, e.g., software development & engineering, Information Assurance, Information Systems Security, Operations and Maintenance, Network and Telecommunications, etc.</p> <p>Must have proven success in achieving program deliverables within cost and schedule objectives; managing multiple projects.</p> <p>Should have detailed understanding of the utilization of modern management tools and methodologies, SLAs, contract terminology, reporting solutions and have a history of successful staffing and sustained service excellence.</p>	
Functional Responsibility:	<p>Coordinates and monitors the scheduling, pricing, and technical performance of company programs. Responsibilities also include aiding in the negotiation of contracts and contractual changes and coordinating preparations of proposals, plans, specifications, and financial conditions of contracts. Develops new business and expands product line. Ensures adherence to master plans and schedules. Develops solutions to program problems, and directs work of incumbents assigned to program from various departments. Ensures projects are completed on time and within budget. Acts as advisor to program team regarding projects, tasks, and operations. Familiar with standard concepts, practices, and procedures within a particular field. Relies on extensive experience and judgment to plan and accomplish goals. Performs a variety of complex tasks.</p>	

CLIN:	16	
Labor Category:	Project Manager – I	
	Minimum	Preferred
Education:	BS/BA	MS/MA
Required Experience:	8 years	10 years
Qualifications:	<p>Must have a minimum of 8 with a preference for 10 years experience in managing the delivery of IT services to clients within the appropriate area of related application operating under task order or other controlled contract vehicle.</p> <p>Must have a minimum of 8 years experience in at least one specific IT discipline, e.g., software development, software testing, software development, networking and telecommunications, information assurance and IT systems security, business process analysis and design.</p> <p>Must possess at least five years experience providing daily management direction to a team.</p>	
Functional Responsibility:	<p>Plans, directs, and coordinates the development of SOW objectives.</p> <p>Identifies, coordinates, and ensures IT services under task order are delivered in accordance with task/contract specification and customer needs. IT services will include requirements definition, design, coding and/or system specification, implementation, and operations and maintenance tasks.</p> <p>Provides guidance to project team and management in directing development of new applications, enhancements and modifications to existing systems and program, and formulating contingency plans in areas such as schedule revisions, manpower adjustments, fund allocations, and work requirements.</p>	

CLIN:	17	
Labor Category:	Project Manager – II	
	Minimum	Preferred
Education:	BS/BA	MS/MA
Required Experience:	10 years	15 years
Qualifications:	<p>Must have a minimum of 10 with a preference for 15 years experience in managing the delivery of IT services to clients within the appropriate area of related application operating under task order or other controlled contract vehicle.</p> <p>Must have a minimum of 10 years experience in at least one specific IT discipline, e.g., software development, software testing, software development, networking and telecommunications, information assurance and IT systems security, business process analysis and design.</p> <p>Must have a minimum of 10 years IT experience in the Federal market with demonstrated knowledge of Federal IT policy guidance, OMB, NIST, and FIPS requirements.</p>	
Functional Responsibility:	<p>Responsible for the coordination and completion of multiple IT services projects. Expected to document, define, coordinate, and ensure compliance with Federal IT and Security mandates, Federal Processing standards, OMB, NIST, and FISMA guidance.</p> <p>Identifies tasks and subtasks, sets deadlines, assigns responsibilities, and monitors and summarizes progress of IT services projects as required during each phase of the relevant SDLC, e.g., requirements, design, development, testing, implementation, and maintenance phases.</p> <p>Prepares reports for upper management regarding status of project. Initiates, supports and participates in negotiations with prospective customer. Direct interface with senior customer management. Determines customer requirements and translates these requirements into appropriate operational, development, maintenance, or other required plans. Determines, monitors, and reviews costs, operational budgets and schedules and staffing requirements for project team. Analyzes effects of project upon various operating and support areas, such as information processing/data centers, assembly and manufacturing, to determine the most practical and cost-effective method to obtain the required resources.</p>	

CLIN:	18	
Labor Category:	Project Support Specialist – I	
	Minimum	Preferred
Education:	High School or AA	AA
Required Experience:	2	4 years
Qualifications:	<p>Must have a minimum of 2 with a preference for 4 years experience in performing project support administrative duties for IT projects. Excellent communication and organization skills required.</p> <p>Must be proficient in range of office automation support tools. e.g, Microsoft Word, Excel, Powerpoint, Access.</p>	
Functional Responsibility:	<p>Performs information systems administrative procedures and maintains documentation that covers two or more functional areas including data control, applications training, data coordination and scheduling, data security administration, etc.</p> <p>May assist in scheduling, revising security documents, preparing quick reference guides for office automation systems, or updating user guides.</p>	

CLIN:	19	
Labor Category:	Quality Assurance Analyst – I	
	Minimum	Preferred
Education:	High School or AA	BS
Required Experience:	3 years	5 years
Qualifications:	<p>Must have a minimum of 3 and preferred 5 years of hands-on experience with performing system level quality testing and analysis of test material.</p> <p>Must have a minimum of 3 years experience with designing test plans and procedures tailored to a specific objective.</p> <p>Should be capable of generating documentation for test results and recommendations.</p>	
Functional Responsibility:	<p>Under general direction, performs quality reviews of departmental operations at department and individual levels to measure performance against contract regulation, program policy and procedure, identified software development test scripts. Conducts, documents, and prepares report on results of execution of test scripts and test scenarios. Develops, publishes, and implements test plans. Writes and maintains test automation. Develops quality assurance standards. Defines and tracks quality assurance metrics such as defect densities and open defect counts.</p>	

CLIN:	20	
Labor Category:	Software Developer – I	
	Minimum	Preferred
Education:	AA	BS/BA
Required Experience:	2 years	3 years
Qualifications:	<p>Must have a minimum of 2 and a preference for 3 years of hands-on software developing experience or a software programming certificate indicating a minimum of 2 years of training has been completed.</p> <p>Should be familiar with all phases of system life cycle.</p> <p>Experience in coding based upon requirements or specifications.</p>	
Functional Responsibility:	<p>Reviews, analyzes, and modifies programming systems including encoding, testing, debugging and documenting programs. Has knowledge of commonly-used concepts, practices, and procedures within a particular field. Relies on instructions and pre-established guidelines to perform the functions of the job.</p>	

CLIN:	21	
Labor Category:	Software Developer – II	
	Minimum	Preferred
Education:	BS/BA	BS/BA
Required Experience:	5 years	7 years
Qualifications:	<p>Must have a minimum of 5 with a preference for 7 years of demonstrated experience in software development for web-based applications. Certificate indicating 2 years of training may substitute for 2 years of hands-on work experience.</p> <p>Must have a minimum of two years of knowledge/experience in standard coding concepts, practices, and procedures within a particular language (i.e., SQL, C++, HTML, CGI, JAVA, STRUTS, JavaScript, etc.).</p>	
Functional Responsibility:	<p>Designs, develops, and implements software packages for web sites. Troubleshoots, debugs and implements software code. Participates in all phases of systems life cycle, e.g., requirements, design, code, test, implement. Prepares work products for all phases of life cycle. Peer review of other team members work products.</p>	

CLIN:	22	
Labor Category:	Systems Administrator	
	Minimum	Preferred
Education:	BS/BA	MS
Required Experience:	3 years	4 years
Qualifications:	<p>Must have a minimum of 3 and a preference for 4 years of experience with commonly-used system administration concepts, practices, and procedures within a particular field, e.g., Unix or Microsoft server administration.</p> <p>Must have a minimum of 3 documented years experience in supporting end-user requirements in networked environment.</p> <p>Should be familiar with variety of server hardware platforms, backup units, and other common network and server components.</p>	
Functional Responsibility:	<p>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. Responds to user requests for network and application level access and permissions.</p>	

CLIN:	23	
Labor Category:	Technical Team Leader	
	Minimum	Preferred
Education:	BS	MS
Required Experience:	7 years	10 years
Qualifications:	<p>Must have a minimum of 7 years with a preference for 10 years of experience in one or more of the following areas: software development/software engineering/database development</p> <p>Must have expertise in customer-required key technologies (e.g., Java, Oracle, C++, ASP, etc.)</p> <p>Knowledge of e-commerce infrastructure, customer relationship management, data warehousing, and business intelligence.</p> <p>Expertise in leading technical teams consisting of multiple disciplines, etc., software engineers, software developers, database specialists, business analysts, etc.</p>	
Functional Responsibility:	<p>Manages a team of software engineers, developers, testers, database specialists to architect, design enterprise software products, operating systems, administrative and business applications, web and Internet applications and other IT services.</p> <p>Writes product requirement documents, implements and tracks development timelines, negotiates feature sets with the development leads and product.</p> <p>Generally manages a group of software developers/engineers.</p> <p>Relies on experience and judgment to plan and accomplish goals.</p>	

CLIN:	24	
Labor Category:	.NET Developer – II	
	Minimum	Preferred
Education:	BS/BA	MS
Required Experience:	3 years	5 years
Qualifications:	<p>Must have a minimum of 3 years of software development experience with Microsoft technologies and object oriented programming languages.</p> <p>Must have a minimum of 3 years of hands-on programming experience with Microsoft .NET framework and C# language.</p> <p>Must have a minimum of 2 years of development experience with client/server architecture or SOA.</p> <p>Must have a minimum of 1 year of application development experience using Microsoft SQL Server and T-SQL.</p>	
Functional Responsibility:	<p>Participate in product architectural design from business requirements.</p> <p>Implement middle-tier business components in C# and .NET.</p> <p>Develop unit tests for newly implemented components.</p> <p>Enhance and maintain existing middle-tier software and help support production environment.</p> <p>Write code documentation.</p>	

CLIN:	25	
Labor Category:	Computer Security Engineer	
	Minimum	Preferred
Education:	BA/BS	MS
Required Experience:	5 years	7 years
Qualifications:	<p>Must have a minimum of 5 with a preference for 7 years of experience in the information security field, with security control assessments, test and evaluation methodologies, and development of security test and evaluation plans.</p> <p>Have experience in leading security test teams.</p> <p>Experience in security testing including control assessment, penetration tests, network and application scanning and assessment/remediation efforts.</p> <p>Knowledge of FISMA compliance.</p> <p>CISSP certification is preferred.</p>	
Functional Responsibility:	<p>Develop rules of engagement for all ST&E efforts.</p> <p>Perform security control assessments based on Federal (NIST) guidance.</p> <p>Develop ST&E plans and reports.</p> <p>Conduct system test and evaluation based on Federal (NIST, OMB, DOD) guidance.</p> <p>Perform automated scans for vulnerability and penetration test results.</p> <p>Analyze findings; complete security evaluation/assessment reports; recommend remediation efforts.</p>	

CLIN:	26	
Labor Category:	Computer Security Specialist – III	
	Minimum	Preferred
Education:	BA/BS	BA/BS
Required Experience:	7 years	10 years
Qualifications:	<p>Must have a minimum of 7 with a preference for 10 years experience with federal or DOD consulting.</p> <p>Have experience reviewing and developing certification and accreditation documentation.</p> <p>Have experience in leading teams performing security testing, including: control assessment, penetration tests, network and application scanning, and assessment/remediation efforts.</p> <p>Must be able to manage and direct the certification and accreditation process, including document inventory and security reporting.</p> <p>Should be familiar with scanning tools, such as: AppDetective, WebInspect, Websense, or Tenable Security Center.</p> <p>CISSP certification is required.</p> <p>Advanced knowledge of FISMA compliance is required.</p>	
Functional Responsibility:	<p>Develop security program documentation that adheres to NIST Special Publications and Federal Information Processing Standards, client guidelines, and best practices.</p> <p>Review existing documentation, which may include Systems Security Plans (SSP), Security Assessment Reports (SAR), Plans of Action and Milestones (POA&M), Risk Assessment (RA) documentation, and other such documentation.</p> <p>Prepare accreditation decision letters.</p> <p>Implement the full life-cycle of C&A activities including: defining the certification boundary, performing formal and technical risk assessments, and developing and executing Security Test and Evaluation (ST&E) requirements.</p> <p>Provide additional recommendations on processes, procedures, and tools that can be implemented to enhance the compliance with independent review objectives established for the systems.</p> <p>Use risk management techniques to develop and complete risk assessments to ensure that Information Assurance design sufficiently mitigates risk.</p>	

CLIN:	27	
Labor Category:	Computer Security Specialist – IV	
	Minimum	Preferred
Education:	BA/BS	MS
Required Experience:	10 years	12 years
Qualifications:	<p>Must have a minimum of 10 with a preference of 12 years experience, expertise in a specific IT technical area, e.g., networking, telecommunications, security, server operations, development.</p> <p>Must be able to provide technical guidance within their area of expertise, and recommend domain-specific technical solutions and policies.</p> <p>Work at the project level and lead tasks or projects in their area of expertise. Certification or advanced degree in area of subject matter expertise.</p> <p>CISSP, SANS, or PMP certification is required.</p> <p>Advanced to expert knowledge of FISMA compliance is required.</p>	
Functional Responsibility:	<p>Provide technical consulting support services for systems and operations, as required.</p> <p>Evaluate operational support technologies and assist with the development of operational, strategic and tactical solutions.</p> <p>Conduct feasibility studies, providing consultant services for technical solutions to address enterprise-wide requirements and needs.</p> <p>Manage team of less experienced security personnel.</p>	

CLIN:	28	
Labor Category:	Computer Security Support Analyst	
	Minimum	Preferred
Education:	BA/BS	BA/BS
Required Experience:	1 year	3 years
Qualifications:	<p>Must have a minimum of 1 with a preference for 3 years experience with federal or DOD consulting.</p> <p>Possess knowledge of remote access, client and server technology, LAN and WAN, and document imaging.</p> <p>Possess knowledge of current and emerging software to collect, analyze, and disseminate information products, services, and tools.</p> <p>Have excellent oral and written communication skills.</p>	
Functional Responsibility:	<p>Participate in ST&E processes under the supervision of more experienced IT security professionals.</p> <p>Provide other Information Assurance (IA) consulting services, as required.</p> <p>Participate in writing portions of Security Certification and Accreditation (C&A) documentation, including: System Security Plans, Requirements Traceability Matrices, Security Test & Evaluation Plans, Risk Assessments, Contingency Plans, Security Awareness Plans, Incident Response Plans, MOAs, and other Security Plans.</p> <p>Evaluate C&A documents for technical accuracy and compliance with applicable security requirements.</p>	

CLIN:	29	
Labor Category:	Document Specialist – Junior	
	Minimum	Preferred
Education:	N/A	BA/BS
Required Experience:	1 year	3 years
Qualifications:	<p>Must have a minimum of 1 year with a preference for 3 years of experience in preparing technical documentation, which includes conducting research for applicable Government and industry documentation standards; technical writing and documentation experience pertaining to all aspects of ADP.</p> <p>Must have a minimum of 1 year experience working with Microsoft Office products, e.g., Word, Excel, PowerPoint.</p> <p>Have experience following processes and procedures.</p>	
Functional Responsibility:	<p>Work as part of an integrated project team to develop, upgrade, or enhance technical documentation and reference manuals.</p> <p>Develop standard operating procedures and process flows.</p> <p>Facilitate and conduct requirements gathering.</p>	

CLIN:	30	
Labor Category:	Information Systems Consultant – I	
	Minimum	Preferred
Education:	AA	BA/BS
Required Experience:	2 years	4 years
Qualifications:	<p>Must have a minimum of 2 with a preference for 4 years experience writing user-oriented process documentation using Microsoft Office products.</p> <p>Must have experience documenting, updating, and maintaining technical standard operating procedures.</p> <p>Training and/or certification in ITIL is preferred.</p>	
Functional Responsibility:	<p>Support the development of software or services implementation by assisting the developers/business managers with version control, compilation, and deployment.</p> <p>Monitor and participate in development tasks associated with promoting software/services from development to QA to production.</p>	

CLIN:	31	
Labor Category:	Information Systems Consultant – II	
	Minimum	Preferred
Education:	BA/BS	BA/BS
Required Experience:	5 years	7 years
Qualifications:	<p>Must have a minimum of 5 with a preference for 7 years of experience in the information systems (IS) field, including: planning, managing, and executing IS projects. Possess the demonstrated ability to lead teams, communicate effectively, and use interpersonal skills.</p> <p>Documented experience in completing feasibility studies, analyzing business needs, and providing technical recommendations.</p> <p>ITIL training is required, ITIL certification is preferred.</p>	
Functional Responsibility:	<p>Work in partnership with clients, advising them how to use information technology to meet their business objectives or overcome problems.</p> <p>Improve the structure and efficiency of an organization's IT systems.</p> <p>Document issues with project execution and brief senior management on issues, risks, and options for remediating identified issues.</p> <p>Assist the client in a variety of activities, including: marketing, project management, client relationship management, and systems development.</p>	

CLIN:	32	
Labor Category:	Java Developer – II	
	Minimum	Preferred
Education:	AA	BA/BS
Required Experience:	2 years	5 years
Qualifications:	<p>Must have a minimum of 2 with a preference for 5 years experience in the development of Java/J2EE software applications designed to meet customer requirements.</p>	
Functional Responsibility:	<p>Analyze, Design, Develop and Implement new requirements using web technologies, such as: Java2, OOAD, Applets, AWT, XML, Weblogic 7.1/8.1, Websphere 3.5/4.0, IBM MQ Series. Develop Java modules using JMS API, write Java program to parse XML.</p> <p>Design, develop, and implement software packages.</p> <p>Troubleshoot, debug, and implement software code.</p> <p>Participate in all phases of systems life cycle (e.g., requirements, design, code, test, and implement).</p> <p>Prepare work products for all phases of life cycle.</p>	

CLIN:	33	
Labor Category:	Java Developer – III	
	Minimum	Preferred
Education:	BA/BS	MS
Required Experience:	5 years	7 years
Qualifications:	<p>Must have a minimum of 5 with a preference for 7 years of experience with multi-threading programming and server side programming in general; experience in Java/J2EE software development; software engineering.</p> <p>Possess developer's perspective knowledge of Microsoft Windows (2000, XP, 2003), Linux, or other UNIX operating systems.</p> <p>Possess knowledge of Web Services Technologies and Protocols.</p> <p>Be experienced with IBM WebSphere Family products (e.g., WAS, WMB, WMQ, WESB, WPS).</p>	
Functional Responsibility:	<p>Develop technical architecture; high level and detail design documents.</p> <p>Implement technical architecture; established coding standards; review and assign other members of the development team work product</p> <p>Design, develop and implement J2EE/JAVA applications per client specification</p> <p>Peer review other code.</p>	

CLIN:	34	
Labor Category:	Lotus Notes Developer	
	Minimum	Preferred
Education:	AA	BA/BS
Required Experience:	3 years	5 years
Qualifications:	<p>Must have a minimum of 3 with a preference for 5 years experience with Lotus Notes technology.</p> <p>Have experience developing and customizing software utilizing Lotus Notes.</p> <p>Able to migrate documents between servers.</p> <p>Must have familiarity with LotusScript, JavaScript, C, C++, and Visual Basic.</p> <p>Preference for experience integrating with Microsoft Outlook/Exchange.</p> <p>Experience with Microsoft .NET, web technologies, and database technologies is desirable.</p>	
Functional Responsibility:	<p>Designs, develops, and deploys Lotus Notes applications.</p> <p>Designs, develops, and tests scripts in support of messaging.</p> <p>Conducts unit and system integration testing.</p> <p>Provides estimates for software tasks, regular progress reports, and alerts on any deviations from the plan.</p> <p>Ensures resolution of software issues.</p> <p>Where appropriate, maintain logs of enhancements and modifications performed and those in need of performance.</p> <p>Work independently, adhering to defined change management procedures.</p>	

CLIN:	35	
Labor Category:	Network Security Engineer – I	
	Minimum	Preferred
Education:	AA	BS
Required Experience:	3 year	5 years
Qualifications:	<p>Must have a minimum of 3 with a preference for 5 years of experience installing and configuring routers, firewalls, and intrusion detection systems.</p> <p>Be proficient configuring Intrusion Prevention and Detection systems along with associated monitoring and management systems.</p> <p>Possess experience working in a security operations center and/or on incident response teams.</p>	
Functional Responsibility:	<p>Assist in developing, documenting, and following procedures for monitoring and reporting possible incidents based on scans, IDS reports, and log analysis.</p> <p>Schedule and run vulnerability scans using industry standard tools (e.g., Nessus).</p> <p>Log and follow identified procedures for incident handling.</p>	

CLIN:	36	
Labor Category:	Network Security Engineer – II	
	Minimum	Preferred
Education:	BA/BS	MS
Required Experience:	5 years	7 years
Qualifications:	<p>Must have a minimum of 5 with a preference for 7 years experience analyzing, diagnosing, and correcting problems related to information technologies security systems.</p> <p>Documented expertise in security operations, incident handling, forensics, end point and server security solutions.</p> <p>SANS certification in Incident Handling or similar industry standard certification is preferred.</p> <p>CISSP certification or training is preferred.</p>	
Functional Responsibility:	<p>Implement information security interfaces in complex computing systems, applications, and network software/hardware.</p> <p>Evaluate Internet-wide security threats in relation to local systems.</p> <p>Communicate potential information security exploits to technical employees.</p> <p>Participate in the evaluation of proposed systems and applications to determine information security or data integrity implications.</p> <p>Develop and maintain network-wide automated information technology security monitoring and reporting mechanisms.</p> <p>Develop and maintain various information technology network security control systems such as firewalls, intrusion detection systems, wireless networks, virtual private networks, and network account access.</p> <p>Analyze log files, report breaches, and identify potential solutions.</p> <p>Monitor network traffic activity district-wide.</p> <p>Assist in troubleshooting and resolving network security issues.</p>	

CLIN:	37	
Labor Category:	Quality Assurance Analyst – II	
	Minimum	Preferred
Education:	AA	BA/BS
Required Experience:	5 years	7 years
Qualifications:	<p>Must have a minimum of 5 with a preference for 7 years of hands-on experience performing system level quality testing and analysis of test material.</p> <p>Must have a minimum of 5 years experience with designing test plans and procedures tailored to a specific objective.</p> <p>Must possess at least intermediate skills in MS Office Suite and Adobe Reader.</p> <p>Have experience generating and/or editing SOPs, process flows, and other procedural documentation.</p> <p>Be able to communicate effectively, both orally and in writing, with business owners, users, and technology professionals.</p>	
Functional Responsibility:	<p>Assist the design, implementation, and maintenance of a Quality Assurance (QA) methodology and standards which will support obtaining stated goals, leveraging best practices, and enhancing professional experiences.</p> <p>Act independently, or in supervision of a small review team, to perform quality assurance reviews.</p> <p>Proactively seek to locate and resolve defects and risks to project performance.</p> <p>Develop quality assurance documents such as checklists, performance matrixes, and calendars to manage the quality assurance process.</p> <p>Communicate with QA colleagues to establish innovative and effective test automation solutions.</p> <p>Conduct, document, and prepare report on results of execution of test scripts and test scenarios.</p> <p>Collaborate closely with and assist application development teams when required to ensure sufficient time and resources are available to execute the QA process.</p> <p>Develop quality assurance standards.</p> <p>Develop and gain consensus on Test Plans.</p>	

CLIN:	38	
Labor Category:	Service Desk Engineer	
	Minimum	Preferred
Education:	AA	BA/BS
Required Experience:	4 years	6 years
Qualifications:	<p>Must have a minimum of 4 years of hands-on experience in computer hardware/software installations, upgrades, and troubleshooting, supporting various operating systems, connectivity issues, and utility programs.</p> <p>Possess at least 2 years experience providing support services over the phone or in person.</p> <p>Demonstrate experience supporting a range of telecommunications, voice, and video equipment.</p> <p>Have knowledge of customer service concepts and practices as evidenced by work experience involving daily customer interactions.</p> <p>Possess excellent organizational skills.</p> <p>Demonstrate good verbal/oral and written communication skills.</p>	
Functional Responsibility:	<p>Track hardware and software maintenance agreements.</p> <p>Self-prioritize between several projects in a multi-tasking environment.</p> <p>Work independently to solve technical problems.</p> <p>Provide technical hardware support services to a range of Dell PC, laptops, mobile devices, and HP printer equipment.</p> <p>Utilize ghosting software to provide imaging, backup, and recovery support.</p> <p>Where necessary, provide telecommunications support, (e.g., analog, VOIP, audio, video conferencing, and conference bridge equipment).</p> <p>Provide Tier 1 and Tier 2 support to customers.</p>	

CLIN:	39	
Labor Category:	Service Desk Manager	
	Minimum	Preferred
Education:	BA/BS	MS
Required Experience:	6 years	8 years
Qualifications:	<p>Must have a minimum of 6 years demonstrated project management expertise in the area of Service Desk/Help Desk management, including staff management of Tier 1, 2, and 3 support technicians.</p> <p>Possess hands-on experience in the use of and customization of automated problem/request tracking software systems in support of defined standard operating procedures and processes.</p> <p>Experience in the use of knowledge bases is desirable.</p> <p>Must be well-organized, able to self prioritize in a multi-tasking environment.</p> <p>Demonstrate good verbal and written communication skills.</p> <p>Have a technical background in all facets of Help Desk operations from initial customer contact (call intake/walk-in/email) through service resolution or request fulfillment and closure.</p> <p>Have experience managing staff with Microsoft Windows operating platforms, desktop hardware configurations (inventory, image, backups), and support of industry standard COTS products, e.g., Microsoft suite; and customer-specific applications</p> <p>Project Management Professional (PMP) and Information Technology Infrastructure Library (ITIL) certifications are preferable.</p>	
Functional Responsibility:	<p>Serve as on-site technical and managerial lead, overseeing multiple staff to attain business service level agreements.</p> <p>Provide management oversight for any corrective measures required to attain the defined service metrics.</p> <p>Assess effectiveness of implemented processes and procedures relative to the performance metrics.</p> <p>Ensure excellent customer service utilizing best practices, engaging daily with the customers; provided monthly progress report, schedule updates, and issue tracking reports.</p> <p>Utilize automated tracking software to monitor the progress of issues and inquiries from inception to resolution.</p>	

CLIN:	40	
Labor Category:	Software Developer – III	
	Minimum	Preferred
Education:	BS/BA	MS
Required Experience:	6 years	8 years
Qualifications:	<p>Must have a minimum of 6 with a preference for 8 years in the field of software development.</p> <p>Must have a minimum of 2 with a preference for 4 years, serving as an application architect.</p> <p>Must be familiar with a variety of software technology with a preference for strong familiarity with: VB.NET, ASP.NET, HTML, CSS, JavaScript, AJAX, SharePoint, Silverlight, Crystal Reports, SQL Server 2005, SQL Server reporting services, Visual Studio 2005, Visual Studio 2008, CSLA, Agile methodology (SCRUM), Codesmith code generator, Visual Source Safe, Microsoft Team Suite.</p>	
Functional Responsibility:	<p>Assist in high level planning and implementation of information systems and subsystems.</p> <p>Participate in the formulation of information systems requirements, design, alternative approaches, and feasibility studies.</p> <p>Gather and document business and functional requirements.</p> <p>Transform requirements into application designs.</p> <p>Lead teams and assign tasks to team members.</p> <p>Monitor, report, and control project progress and create estimates and schedules.</p> <p>Design databases. Set software architecture and coding standards.</p> <p>Design prototypes and UIs.</p> <p>Develop code for presentation, business, and database layers.</p> <p>Assist and mentor less experienced developers.</p> <p>Design and develop data migration from legacy systems.</p> <p>Coordinate testing and deployment.</p>	

CLIN:	41	
Labor Category:	Software Developer – IV	
	Minimum	Preferred
Education:	BA/BS	MS
Required Experience:	7 years	10 years
Qualifications:	Must have a minimum of 7 with a preference for 10 years experience with software architecture development, software application design, implementation, and software testing using state-of-the-art technologies, methodologies, and development environments. Possess an understanding of service oriented/based architectures, OO design/programming, multithreaded programming, distributed programming, and Java programming.	
Functional Responsibility:	Plan, design, develop, and test software systems or applications for software enhancements and new products. Research, design, and develop computer software systems while applying the principles and techniques of computer science, engineering, and mathematical analysis. Design, develop, operate, maintain, and document software to be applied to engineering and scientific requirements. If necessary, perform functional analysis, timeline analysis, detail trade studies, requirements allocation, and interface definition studies to translate customer requirements into software specifications.	

CLIN:	42	
Labor Category:	Technical Support Analyst – I	
	Minimum	Preferred
Education:	AA or Technical School	BA/BS
Required Experience:	6 months	1 year
Qualifications:	Have experience providing Tier 1 IT support services over the phone or in person. Know how to install and troubleshoot Windows, PC hardware, printers, and other office automation hardware and software technologies. Possess a proficient level of skill using Microsoft Office Suite. Have excellent customer support and communication skills. Possess experience using service request automated system.	
Functional Responsibility:	Create tickets, response, and resolve desktop support tickets following defined operating procedures per the service level agreement. Respond to user requests for assistance in the troubleshooting and using a range of PC software, printers, and other office automation. Setup new users, manage accounts/passwords, and provide application support. Work under the supervision of fellow team members to deliver effective service.	

CLIN:	43	
Labor Category:	Technical Support Analyst – II	
	Minimum	Preferred
Education:	AA or Technical School	BA/BS
Required Experience:	2 years	3 years
Qualifications:	Must have a minimum of 2 with a preference for 3 years experience providing IT support services over the phone or in person. Have experience supporting local and remote users providing networking services, computer maintenance support services, implementing and maintaining LAN/WAN/WIFI, conducting and maintaining IT asset inventories, completing accurate report. Must have expert knowledge of Microsoft Operating Systems, Microsoft Office products, and range of office automation hardware (e.g., laptops, desktops, printers, scanners, etc.) Must be a proficient user of trouble/problem tracking systems.	
Functional Responsibility:	Update tickets and resolve IT related issues following SOPs to meet service levels. Work with moderate supervision providing installation, configuration, preventative maintenance, and troubleshooting with a focus on customer satisfaction. Support non-PC hardware such as printers, servers, network equipment (LAN/WAN/WIFI), and onboard computing technologies. Create, update, and deploy, PC images. Provide preventative maintenance, configure equipment.	

CLIN:	44	
Labor Category:	Technical Support Analyst – III	
	Minimum	Preferred
Education:	BA/BS	BA/BS
Required Experience:	3 years	5 years
Qualifications:	<p>Must have a minimum of 3 with a preference for 5 years experience providing service/help desk technical support (Tier 2 or 3).</p> <p>Possess advanced skills in networking, server operations, operating system or web/database/application server.</p> <p>Have advanced knowledge in Operating Systems, e.g., Microsoft, Linux, or other Unix OS.</p> <p>Possess strong communication skills.</p> <p>Possess documented experience leading a team of technical support specialists, creating procedures and processes to meet SLA goals, and providing excellent customer relationship management.</p> <p>Microsoft or other OS certifications is desired.</p>	
Functional Responsibility:	<p>Resolve IT/Service Desk related issues in a timely manner and implement enterprise project deliverables at an intermediate technical level.</p> <p>Complete escalated tickets using defined standard operating procedures within the timeframe of the service level agreement.</p> <p>Work with limited supervision; where appropriate, serve as a team leader for other Technical Support Analysts.</p> <p>Ensure client satisfaction by troubleshooting, conducting preventative maintenance, configuring, installing, and troubleshooting servers, applications, and other equipment.</p> <p>Assist other Technical Support Analysts in their efforts to resolve complex IT technology and systems issues.</p> <p>Coordinate with multiple vendors/departments/field staff to identify technical requirements and, if necessary, procure or recommend procurement of IT equipment, including: hardware, software, and technical services.</p> <p>Develop, review, and implement standard operating procedures for completion of tasks.</p>	

CLIN:	45	
Labor Category:	Technical Writer – I	
	Minimum	Preferred
Education:	BA/BS	BA/BS
Required Experience:	3 years	5 years
Qualifications:	<p>Must have a minimum of 3 with a preference for 5 years of experience writing and editing for different audiences (e.g., technical, business managers, end users).</p> <p>Possess the ability to present complex IT information in a manner accessible by non-IT professionals.</p> <p>Possess the ability to analyze processes, identify coordination issues (inter/intra-office or inter-agency), and find solutions to streamline processes.</p> <p>Possess excellent communication and customer service skills.</p> <p>Have demonstrated proficiency in Microsoft Office programs (e.g., Word, Excel, and PowerPoint).</p>	
Functional Responsibility:	<p>Assist in collecting and organizing information required for the preparation of user's manuals, training materials, installation guides, proposals, and reports.</p> <p>Edit functional descriptions, system specifications, user manuals, special reports, and any other customer deliverables and/or documents.</p> <p>Produce technical and scientific illustrations for presentations and/or publication, if necessary.</p> <p>Ensure that documents follow the style identified in the company or client's style guide.</p>	

CLIN:	46	
Labor Category:	Technical Writer – II	
	Minimum	Preferred
Education:	BA/BS	MA/MS
Required Experience:	5 years	7 years
Qualifications:	<p>Must have a minimum of 5 with a preference for 7 years of experience writing and editing for different audiences (e.g., technical, business managers, end users). Possess the ability to present complex IT information in a manner accessible by non-IT professionals; edit from multiple sources into a cohesive document. Ability to analyze processes, identify coordination issues (inter/intra-office or inter-agency), and find solutions to streamline processes. Ability conduct research and interview subject matter experts to produce white papers, technical proposals, and other deliverables. Demonstrated proficiency integrating/leading multiple writing efforts to produce single integrated product. Possess excellent communication and customer service skills. Possess advanced knowledge in Microsoft Office products.</p>	
Functional Responsibility:	<p>Collect, research, analyze, and organize information required for the preparation of user manuals, training materials, installation guides, proposals, and reports. Edit functional descriptions, system specifications, user's manuals, special reports, or any other customer deliverables and/or documents. Produce technical and scientific illustrations for presentations and/or publication. Obtain input from variety of technical sources, organized and edited into consistent, grammatically correct, and cohesive documents. Ensure documents follow the style laid out in the company's or client's style guide. Develop/enhance style guide and instructions to members of the team.</p>	

CLIN:	47	
Labor Category:	Web Software Developer – I	
	Minimum	Preferred
Education:	BA/BS	BA/BS
Required Experience:	1 year	3 years
Qualifications:	<p>Must have general programming experience in either .Net or Java (may be classroom or independent study). Be familiar with all facets of SDLC. Be proficient in Object-Oriented Design (OOD), Multimedia Content Development, Flex/Actionscript, or Javascript. Possess skills for using XML & XLST, CSS & HTML, and Internet applications and protocols (including HTTP, ASP.Net, and IIS).</p>	
Functional Responsibility:	<p>Assist in the development and maintenance of enterprise-class applications in a team environment. Contribute to making the product successful through the development of code, code fixes, peer review, development of specification documents, configuration management, code reviews, testing, automated tests, and system documentation.</p>	

CLIN:	48	
Labor Category:	Web Software Developer – II	
	Minimum	Preferred
Education:	BA/BS	BA/BS
Required Experience:	3 years	5 years
Qualifications:	<p>Must have a minimum of 3 with a preference for 5 years experience designing, developing, and implementing sites and applications in intranet, extranet, and internet web sites and environments.</p> <p>Be able to provide end-to-end software development lifecycle, design patterns and code architecture, perform N-tier application architecture, and utilize Microsoft Windows Communication Framework (WCF).</p> <p>Possess significant skills in the use of XML & XLST, CSS & HTML, and Internet applications and protocols (including HTTP, ASP.Net, and IIS).</p>	
Functional Responsibility:	<p>Analyze existing sites or systems, identify new requirements, and complete the design, development, and implementation of web applications.</p> <p>Develop and implement team SOPs for code builds, internal reviews, change management, and configuration to ensure consistency in the coding environment.</p> <p>Design and develop technical architecture for web sites and web applications.</p>	

4 SERVICES PRICELIST AND LABOR CATEGORIES

The labor categories and skill levels presented in Tables 4.1 – 4.5 are predicated on our experience in the past three (3) years performing similar IT professional services in support of multiple Federal clients. The DAKOTA labor categories are listed with an assigned a CLIN number.

Dakota is offering its labor rates with an escalation rate of 2% for Years 7 to 10.

4.1 IT SERVICES PRICELIST – YEAR 6			
CLIN	GSA Schedule 70 Labor Category	Year 6 Hourly Rate w/ IFF 10/15/2012 - 10/14/2013 (Customer Site)	Year 6 Hourly Rate w/ IFF 10/15/2012 - 10/14/2013 (Contractor Site)
1	Application Programmer – I	\$56.73	\$61.84
2	Application Programmer – II	\$71.58	\$78.03
3	Computer Security Specialist – I	\$96.77	\$105.48
4	Computer Security Specialist – II	\$112.40	\$122.52
5	Configuration Management Analyst – I	\$65.77	\$71.69
6	Configuration Management Analyst – II	\$73.03	\$79.61
7	Database Analyst / Programmer – I	\$99.25	\$108.19
8	Database Analyst / Programmer – II	\$111.81	\$121.88
9	Desktop Technician – I	\$56.92	\$62.05
10	Document Specialist – Senior	\$63.94	\$69.70
11	Enterprise Architect	\$170.77	\$186.14
12	Functional Subject Matter Expert (FSME) – I	\$158.08	\$172.31
13	Functional Subject Matter Expert (FSME) – II	\$182.35	\$198.76
14	IT Configuration Manager	\$96.77	\$105.48
15	Program Manager – I	\$147.50	\$160.78
16	Project Manager – I	\$113.73	\$123.97
17	Project Manager – II	\$125.35	\$136.63
18	Project Support Specialist – I	\$57.45	\$62.62
19	Quality Assurance Analyst – I	\$70.37	\$76.71
20	Software Developer – I	\$57.00	\$62.13
21	Software Developer - II	\$88.65	\$96.63
22	Systems Administrator	\$62.61	\$68.25
23	Technical Team Leader	\$108.15	\$117.89
24	.NET Developer – II	\$105.29	\$114.77
25	Computer Security Engineer	\$90.93	\$99.12
26	Computer Security Specialist - III	\$133.32	\$145.32
27	Computer Security Specialist - IV	\$159.50	\$173.85
28	Computer Security Support Analyst	\$46.26	\$50.43
29	Documentation Specialist - Junior	\$34.74	\$37.86
30	Information Systems Consultant – I	\$56.19	\$61.24

4.1 IT SERVICES PRICELIST – YEAR 6			
CLIN	GSA Schedule 70 Labor Category	Year 6 Hourly Rate w/ IFF 10/15/2012 - 10/14/2013 (Customer Site)	Year 6 Hourly Rate w/ IFF 10/15/2012 - 10/14/2013 (Contractor Site)
31	Information Systems Consultant – II	\$81.13	\$88.43
32	Java Developer – II	\$85.70	\$93.41
33	Java Developer – III	\$114.69	\$125.02
34	Lotus Notes Developer	\$84.81	\$92.44
35	Network Security Engineer – I	\$68.52	\$74.69
36	Network Security Engineer – II	\$89.08	\$97.10
37	Quality Assurance Analyst - II	\$76.15	\$83.00
38	Service Desk Engineer	\$55.69	\$60.70
39	Service Desk Manager	\$80.13	\$87.34
40	Software Developer - III	\$105.77	\$115.29
41	Software Developer - IV	\$120.30	\$131.13
42	Technical Support Analyst – I	\$40.06	\$43.66
43	Technical Support Analyst – II	\$48.07	\$52.39
44	Technical Support Analyst – III	\$60.07	\$65.47
45	Technical Writer – I	\$53.62	\$58.45
46	Technical Writer – II	\$72.54	\$79.08
47	Web Software Developer – I	\$26.64	\$29.03
48	Web Software Developer – II	\$57.92	\$63.14

4.2 IT SERVICES PRICELIST – YEAR 7			
CLIN	GSA Schedule 70 Labor Category	Year 7 Hourly Rate w/ IFF 10/15/2013 - 10/14/2014 (Customer Site)	Year 7 Hourly Rate w/ IFF 10/15/2013 - 10/14/2014 (Contractor Site)
1	Application Programmer – I	\$57.86	\$63.08
2	Application Programmer – II	\$73.01	\$79.59
3	Computer Security Specialist – I	\$98.71	\$107.59
4	Computer Security Specialist – II	\$114.65	\$124.97
5	Configuration Management Analyst – I	\$67.09	\$73.12
6	Configuration Management Analyst – II	\$74.49	\$81.20
7	Database Analyst / Programmer – I	\$101.24	\$110.35
8	Database Analyst / Programmer – II	\$114.05	\$124.32
9	Desktop Technician – I	\$58.06	\$63.29
10	Document Specialist – Senior	\$65.22	\$71.09
11	Enterprise Architect	\$174.19	\$189.86
12	Functional Subject Matter Expert (FSME) – I	\$161.24	\$175.76
13	Functional Subject Matter Expert (FSME) – II	\$186.00	\$202.74
14	IT Configuration Manager	\$98.71	\$107.59
15	Program Manager – I	\$150.45	\$164.00
16	Project Manager – I	\$116.00	\$126.45
17	Project Manager – II	\$127.86	\$139.36
18	Project Support Specialist – I	\$58.60	\$63.87
19	Quality Assurance Analyst – I	\$71.78	\$78.24
20	Software Developer – I	\$58.14	\$63.37
21	Software Developer - II	\$90.42	\$98.56
22	Systems Administrator	\$63.86	\$69.62
23	Technical Team Leader	\$110.31	\$120.25
24	.NET Developer – II	\$107.40	\$117.07
25	Computer Security Engineer	\$92.75	\$101.10
26	Computer Security Specialist - III	\$135.99	\$148.23
27	Computer Security Specialist - IV	\$162.69	\$177.33
28	Computer Security Support Analyst	\$47.19	\$51.44
29	Documentation Specialist - Junior	\$35.43	\$38.62
30	Information Systems Consultant – I	\$57.31	\$62.46
31	Information Systems Consultant – II	\$82.75	\$90.20
32	Java Developer – II	\$87.41	\$95.28
33	Java Developer – III	\$116.98	\$127.52
34	Lotus Notes Developer	\$86.51	\$94.29
35	Network Security Engineer – I	\$69.89	\$76.18

4.2 IT SERVICES PRICELIST – YEAR 7			
CLIN	GSA Schedule 70 Labor Category	Year 7 Hourly Rate w/ IFF 10/15/2013 - 10/14/2014 (Customer Site)	Year 7 Hourly Rate w/ IFF 10/15/2013 - 10/14/2014 (Contractor Site)
36	Network Security Engineer – II	\$90.86	\$99.04
37	Quality Assurance Analyst - II	\$77.67	\$84.66
38	Service Desk Engineer	\$56.80	\$61.91
39	Service Desk Manager	\$81.73	\$89.09
40	Software Developer - III	\$107.89	\$117.60
41	Software Developer - IV	\$122.71	\$133.75
42	Technical Support Analyst – I	\$40.86	\$44.53
43	Technical Support Analyst – II	\$49.03	\$53.44
44	Technical Support Analyst – III	\$61.27	\$66.78
45	Technical Writer – I	\$54.69	\$59.62
46	Technical Writer – II	\$73.99	\$80.66
47	Web Software Developer – I	\$27.17	\$29.61
48	Web Software Developer – II	\$59.08	\$64.40

4.3 IT SERVICES PRICELIST – YEAR 8			
CLIN	GSA Schedule 70 Labor Category	Year 8 Hourly Rate w/ IFF 10/15/2014 - 10/14/2015 (Customer Site)	Year 8 Hourly Rate w/ IFF 10/15/2014 - 10/14/2015 (Contractor Site)
1	Application Programmer – I	\$59.02	\$64.34
2	Application Programmer – II	\$74.47	\$81.18
3	Computer Security Specialist – I	\$100.68	\$109.74
4	Computer Security Specialist – II	\$116.94	\$127.47
5	Configuration Management Analyst – I	\$68.43	\$74.58
6	Configuration Management Analyst – II	\$75.98	\$82.82
7	Database Analyst / Programmer – I	\$103.26	\$112.56
8	Database Analyst / Programmer – II	\$116.33	\$126.81
9	Desktop Technician – I	\$59.22	\$64.56
10	Document Specialist – Senior	\$66.52	\$72.51
11	Enterprise Architect	\$177.67	\$193.66
12	Functional Subject Matter Expert (FSME) – I	\$164.46	\$179.28
13	Functional Subject Matter Expert (FSME) – II	\$189.72	\$206.79
14	IT Configuration Manager	\$100.68	\$109.74
15	Program Manager – I	\$153.46	\$167.28
16	Project Manager – I	\$118.32	\$128.98
17	Project Manager – II	\$130.42	\$142.15
18	Project Support Specialist – I	\$59.77	\$65.15
19	Quality Assurance Analyst – I	\$73.22	\$79.80
20	Software Developer – I	\$59.30	\$64.64
21	Software Developer - II	\$92.23	\$100.53
22	Systems Administrator	\$65.14	\$71.01
23	Technical Team Leader	\$112.52	\$122.66
24	.NET Developer – II	\$109.55	\$119.41
25	Computer Security Engineer	\$94.61	\$103.12
26	Computer Security Specialist - III	\$138.71	\$151.19
27	Computer Security Specialist - IV	\$165.94	\$180.88
28	Computer Security Support Analyst	\$48.13	\$52.47
29	Documentation Specialist - Junior	\$36.14	\$39.39
30	Information Systems Consultant – I	\$58.46	\$63.71
31	Information Systems Consultant – II	\$84.41	\$92.00
32	Java Developer – II	\$89.16	\$97.19
33	Java Developer – III	\$119.32	\$130.07
34	Lotus Notes Developer	\$88.24	\$96.18
35	Network Security Engineer – I	\$71.29	\$77.70

4.3 IT SERVICES PRICELIST – YEAR 8			
CLIN	GSA Schedule 70 Labor Category	Year 8 Hourly Rate w/ IFF 10/15/2014 - 10/14/2015 (Customer Site)	Year 8 Hourly Rate w/ IFF 10/15/2014 - 10/14/2015 (Contractor Site)
36	Network Security Engineer – II	\$92.68	\$101.02
37	Quality Assurance Analyst - II	\$79.22	\$86.35
38	Service Desk Engineer	\$57.94	\$63.15
39	Service Desk Manager	\$83.36	\$90.87
40	Software Developer - III	\$110.05	\$119.95
41	Software Developer - IV	\$125.16	\$136.43
42	Technical Support Analyst – I	\$41.68	\$45.42
43	Technical Support Analyst – II	\$50.01	\$54.51
44	Technical Support Analyst – III	\$62.50	\$68.12
45	Technical Writer – I	\$55.78	\$60.81
46	Technical Writer – II	\$75.47	\$82.27
47	Web Software Developer – I	\$27.71	\$30.20
48	Web Software Developer – II	\$60.26	\$65.69

4.4 IT SERVICES PRICELIST – YEAR 9			
CLIN	GSA Schedule 70 Labor Category	Year 9 Hourly Rate w/ IFF 10/15/2015 - 10/14/2016 (Customer Site)	Year 9 Hourly Rate w/ IFF 10/15/2015 - 10/14/2016 (Contractor Site)
1	Application Programmer – I	\$60.20	\$65.63
2	Application Programmer – II	\$75.96	\$82.80
3	Computer Security Specialist – I	\$102.69	\$111.93
4	Computer Security Specialist – II	\$119.28	\$130.02
5	Configuration Management Analyst – I	\$69.80	\$76.07
6	Configuration Management Analyst – II	\$77.50	\$84.48
7	Database Analyst / Programmer – I	\$105.33	\$114.81
8	Database Analyst / Programmer – II	\$118.66	\$129.35
9	Desktop Technician – I	\$60.40	\$65.85
10	Document Specialist – Senior	\$67.85	\$73.96
11	Enterprise Architect	\$181.22	\$197.53
12	Functional Subject Matter Expert (FSME) – I	\$167.75	\$182.87
13	Functional Subject Matter Expert (FSME) – II	\$193.51	\$210.93
14	IT Configuration Manager	\$102.69	\$111.93
15	Program Manager – I	\$156.53	\$170.63
16	Project Manager – I	\$120.69	\$131.56
17	Project Manager – II	\$133.03	\$144.99
18	Project Support Specialist – I	\$60.97	\$66.45
19	Quality Assurance Analyst – I	\$74.68	\$81.40
20	Software Developer – I	\$60.49	\$65.93
21	Software Developer - II	\$94.07	\$102.54
22	Systems Administrator	\$66.44	\$72.43
23	Technical Team Leader	\$114.77	\$125.11
24	.NET Developer – II	\$111.74	\$121.80
25	Computer Security Engineer	\$96.50	\$105.18
26	Computer Security Specialist - III	\$141.48	\$154.21
27	Computer Security Specialist - IV	\$169.26	\$184.50
28	Computer Security Support Analyst	\$49.09	\$53.52
29	Documentation Specialist - Junior	\$36.86	\$40.18
30	Information Systems Consultant – I	\$59.63	\$64.98
31	Information Systems Consultant – II	\$86.10	\$93.84
32	Java Developer – II	\$90.94	\$99.13
33	Java Developer – III	\$121.71	\$132.67
34	Lotus Notes Developer	\$90.00	\$98.10
35	Network Security Engineer – I	\$72.72	\$79.25

4.4 IT SERVICES PRICELIST – YEAR 9			
CLIN	GSA Schedule 70 Labor Category	Year 9 Hourly Rate w/ IFF 10/15/2015 - 10/14/2016 (Customer Site)	Year 9 Hourly Rate w/ IFF 10/15/2015 - 10/14/2016 (Contractor Site)
36	Network Security Engineer – II	\$94.53	\$103.04
37	Quality Assurance Analyst - II	\$80.80	\$88.08
38	Service Desk Engineer	\$59.10	\$64.41
39	Service Desk Manager	\$85.03	\$92.69
40	Software Developer - III	\$112.25	\$122.35
41	Software Developer - IV	\$127.66	\$139.16
42	Technical Support Analyst – I	\$42.51	\$46.33
43	Technical Support Analyst – II	\$51.01	\$55.60
44	Technical Support Analyst – III	\$63.75	\$69.48
45	Technical Writer – I	\$56.90	\$62.03
46	Technical Writer – II	\$76.98	\$83.92
47	Web Software Developer – I	\$28.26	\$30.80
48	Web Software Developer – II	\$61.47	\$67.00

4.5 IT SERVICES PRICELIST – YEAR 10			
CLIN	GSA Schedule 70 Labor Category	Year 10 Hourly Rate w/ IFF 10/15/2016 - 10/14/2017 (Customer Site)	Year 10 Hourly Rate w/ IFF 10/15/2016 - 10/14/2017 (Contractor Site)
1	Application Programmer – I	\$61.40	\$66.94
2	Application Programmer – II	\$77.48	\$84.46
3	Computer Security Specialist – I	\$104.74	\$114.17
4	Computer Security Specialist – II	\$121.67	\$132.62
5	Configuration Management Analyst – I	\$71.20	\$77.59
6	Configuration Management Analyst – II	\$79.05	\$86.17
7	Database Analyst / Programmer – I	\$107.44	\$117.11
8	Database Analyst / Programmer – II	\$121.03	\$131.94
9	Desktop Technician – I	\$61.61	\$67.17
10	Document Specialist – Senior	\$69.21	\$75.44
11	Enterprise Architect	\$184.84	\$201.48
12	Functional Subject Matter Expert (FSME) – I	\$171.11	\$186.53
13	Functional Subject Matter Expert (FSME) – II	\$197.38	\$215.15
14	IT Configuration Manager	\$104.74	\$114.17
15	Program Manager – I	\$159.66	\$174.04
16	Project Manager – I	\$123.10	\$134.19
17	Project Manager – II	\$135.69	\$147.89
18	Project Support Specialist – I	\$62.19	\$67.78
19	Quality Assurance Analyst – I	\$76.17	\$83.03
20	Software Developer – I	\$61.70	\$67.25
21	Software Developer - II	\$95.95	\$104.59
22	Systems Administrator	\$67.77	\$73.88
23	Technical Team Leader	\$117.07	\$127.61
24	.NET Developer – II	\$113.97	\$124.24
25	Computer Security Engineer	\$98.43	\$107.28
26	Computer Security Specialist - III	\$144.31	\$157.29
27	Computer Security Specialist - IV	\$172.65	\$188.19
28	Computer Security Support Analyst	\$50.07	\$54.59
29	Documentation Specialist - Junior	\$37.60	\$40.98
30	Information Systems Consultant – I	\$60.82	\$66.28
31	Information Systems Consultant – II	\$87.82	\$95.72
32	Java Developer – II	\$92.76	\$101.11
33	Java Developer – III	\$124.14	\$135.32
34	Lotus Notes Developer	\$91.80	\$100.06
35	Network Security Engineer – I	\$74.17	\$80.84

4.5 IT SERVICES PRICELIST – YEAR 10			
CLIN	GSA Schedule 70 Labor Category	Year 10 Hourly Rate w/ IFF 10/15/2016 - 10/14/2017 (Customer Site)	Year 10 Hourly Rate w/ IFF 10/15/2016 - 10/14/2017 (Contractor Site)
36	Network Security Engineer – II	\$96.42	\$105.10
37	Quality Assurance Analyst - II	\$82.42	\$89.84
38	Service Desk Engineer	\$60.28	\$65.70
39	Service Desk Manager	\$86.73	\$94.54
40	Software Developer - III	\$114.50	\$124.80
41	Software Developer - IV	\$130.21	\$141.94
42	Technical Support Analyst – I	\$43.36	\$47.26
43	Technical Support Analyst – II	\$52.03	\$56.71
44	Technical Support Analyst – III	\$65.03	\$70.87
45	Technical Writer – I	\$58.04	\$63.27
46	Technical Writer – II	\$78.52	\$85.60
47	Web Software Developer – I	\$28.83	\$31.42
48	Web Software Developer – II	\$62.70	\$68.34

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

PREAMBLE

Dakota Consulting, Inc. provides commercial products and services to ordering activities. 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 ordering activity contracts. To accelerate potential opportunities please contact

Lorraine L. Renner, President

Office: (240) 839-7812

Fax: (240) 254-3187

E-mail: Lori.Renner@Dakota-Consulting.com

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 activity):

(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 SCHEDULES / DATES
_____	_____
_____	_____
_____	_____

(3) The ordering activity 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) Purchase 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 purchase 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 ordering activity 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 or 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.