

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

Note: Contractor has been awarded all Special Item Numbers under the Cooperative Purchasing and Disaster Recovery Programs.

SIN 132-51 - INFORMATION TECHNOLOGY (IT) PROFESSIONAL SERVICES

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 D311 IT Data Conversion Services
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.

Optimos, LLC
A MAXIMUS Federal Company
3130 Fairview Park Drive, Suite 800
Falls Church, VA 22042
703-712-4000
www.maximus.com

Contract Number: **GS-35F-0051K**
Period Covered by Contract: **November 2, 1999 – November 1, 2019**

General Services Administration
Federal Acquisition Service

Pricelist current through Modification PA-0061 dated January 13, 2016.

Products and ordering information in this Authorized FSS Information Technology Schedule Pricelist are also available on the GSA Advantage! System. Agencies can browse GSA Advantage! by accessing the Federal Acquisition Service's Home Page via the Internet at <http://www.fss.gsa.gov/>

1a. TABLE OF AWARDED SPECIAL ITEM NUMBERS (SINs):

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

Note: Contractor has been awarded all Special Item Numbers under the Cooperative Purchasing and Disaster Recovery Programs.

1b. LOWEST PRICED MODEL NUMBER AND PRICE FOR EACH SIN: Not Applicable

1c. HOURLY RATES: See attached pricelist for details

2. Maximum order: \$500,000

3. Minimum order: \$100

4. Geographic coverage (delivery area): The Geographic Scope of Contract will be domestic delivery only.

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.

5. Point(s) of production (city, county, and State or foreign country): Not Applicable

6. Discount from list prices or statement of net price: Government prices are net.

7. Quantity/Volume discounts: None

Quantity: None

Volume Dollar Volume: None

8. Prompt payment terms: 0% - 30 days from receipt of invoice or date of acceptance, whichever is later

9a. The Government purchase Card will be accepted for payment on orders below the micro-purchase threshold.

9b. The Government purchase Card will be accepted for payment on orders above the micro-purchase threshold.

10. Foreign items: Not Applicable

11a. Time of delivery:

132-51 Delivery time will be established between the ordering agency and the contract on a case by case basis.

11b. Expedited Delivery: As negotiated on the task order level

11c. Overnight and 2-day delivery: As negotiated on the task order level

11d. Urgent Requirements. As negotiated on the task order level

12. F.O.B. point(s): Destination

13a. Ordering address:

Optimos, LLC
A MAXIMUS Federal Company
Attn: Schedules Manager
3130 Fairview Park Drive, Suite 800
Falls Church, VA 22042

13b. Ordering procedures: For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPA's) are found in Federal Acquisition Regulation (FAR) 8.405-3. For supplies and services, the ordering procedures, and information on Blanket Purchase Agreements (BPA's) are found in Federal Acquisition Regulation (FAR) 8.405-3.

14. Payment addresses:

Optimos, LLC
A MAXIMUS Federal Company
3130 Fairview Park Drive, Suite 800
Falls Church, VA 22042

15. Warranty provision: Not Applicable

16. Export packing charges, if applicable: Not Applicable

17. Terms and conditions of Government purchase card acceptance (any thresholds above the micro Purchase level): None

18. Terms and conditions of rental, maintenance, and repair (if applicable): Not Applicable

19. Terms and conditions of installation (if applicable): Not Applicable

20. Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices (if applicable): Not Applicable

20a. Terms and conditions for any other services (if applicable): Not Applicable

21. List of service and distribution points (if applicable): Not Applicable

22. List of participating dealers (if applicable): Not Applicable

23. Preventive maintenance (if applicable): Not Applicable

24a. Special attributes such as environmental attributes (e.g., recycled content, energy efficiency, and/or reduced pollutants): Not Applicable

24b. If applicable, indicate that Section 508 compliance information is available on Electronic and Information Technology (EIT) supplies and services and show where full details can be found (e.g. contractor's website or other location.) The EIT standards can be found at: www.Section508.gov/: Not Applicable

25. Data Universal Number System (DUNS) number: 867180085

26. Notification regarding registration in SAM.gov (formerly the Central Contractor Registration) database. CAGE Code: 1K1N9

27. Contract Administrator:

Ella O'Brien
(703) 720-5895 Office
raphaelaobrien@maximus.com Email

TERMS AND CONDITIONS APPLICABLE TO IT PROFESSIONAL SERVICES (SIN 132-51)

1. SCOPE

- a. The prices, terms and conditions stated under Special Item Number 132-51 Information Technology Professional Services apply exclusively to IT 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.

2. PERFORMANCE INCENTIVES

- 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 in accordance with this clause.
- 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. 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.

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 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.

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.

6. INSPECTION OF SERVICES

The Inspection of Services–Fixed Price (AUG 1996) (Deviation – May 2003) clause at FAR 52.246-4 applies to firm-fixed price orders placed under this contract. The Inspection–Time-and-Materials and Labor-Hour (JAN 1986) (Deviation – May 2003) clause at FAR 52.246-6 applies to time-and-materials and labor-hour orders placed under this contract.

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 (Deviation – May 2003) Rights in Data – General, may apply.

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 Services.

9. INDEPENDENT CONTRACTOR

All IT 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.

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.

11. INVOICES

The Contractor, upon completion of the work ordered, shall submit invoices for IT/EC 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.

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 52.232-7 (DEC 2002), (Alternate II – Feb 2002) (Deviation – May 2003) 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 52.232-7 (DEC 2002), (Alternate II – Feb 2002) (Deviation – May 2003)) 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), 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.

13. RESUMES

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

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.

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.

16. DESCRIPTION OF IT SERVICES AND PRICING

Please refer to page 7 of the GSA Price List for Net GSA Rates, and page 8 for a description of IT Professional Services.

CONTRACTOR'S AUTHORIZED GSA PRICING

GSA Labor Category	Year 16 GSA Price 11/2/14 - 04/13/15	Year 16 GSA Price 04/14/15 - 11/1/15	Year 17 GSA Price 11/2/15 - 11/1/16	Year 18 GSA Price 11/2/16 - 11/1/17	Year 19 GSA Price 11/2/17 - 11/1/18	Year 20 GSA Price 11/2/18 - 11/1/19
Project Leader/Task Leader	\$128.01	\$130.57	\$133.18	\$135.84	\$138.56	\$141.33
Help Desk Specialist	\$63.11	\$64.37	\$65.66	\$66.97	\$68.31	\$69.68
Database Administrator (Senior)	\$91.92	\$93.76	\$95.64	\$97.55	\$99.50	\$101.49
Database Administrator (Junior)	\$72.44	\$73.89	\$75.37	\$76.88	\$78.42	\$79.99
Programmer/Developer (Level II)	\$86.51	\$88.24	\$90.00	\$91.80	\$93.64	\$95.51
Programmer/Developer (Level I)	\$73.53	\$75.00	\$76.50	\$78.03	\$79.59	\$81.18
Network Engineer/Systems Administration Specialist (Level I)	\$63.11	\$64.37	\$65.66	\$66.97	\$68.31	\$69.68
Network Engineer/Systems Administration Specialist (Level II)	\$76.78	\$78.32	\$79.89	\$81.49	\$83.12	\$84.78
Technical Enterprise Application Specialist (Principal)	\$152.47	\$155.52	\$158.63	\$161.80	\$165.04	\$168.34
Technical Enterprise Applications Specialist (Level III)	\$145.98	\$148.90	\$151.88	\$154.92	\$158.02	\$161.18
Technical Enterprise Application Specialist (Level II)	\$129.77	\$132.37	\$135.02	\$137.72	\$140.47	\$143.28
Technical Enterprise Application Specialist (Level I)	\$105.37	\$107.48	\$109.63	\$111.82	\$114.06	\$116.34
Functional Enterprise Application Specialist (Principal)	\$166.04	\$169.36	\$172.75	\$176.21	\$179.73	\$183.32
Functional Enterprise Application Specialist (Level III)	\$124.34	\$126.83	\$129.37	\$131.96	\$134.60	\$137.29
Functional Enterprise Application Specialist (Level I)	\$110.30	\$112.51	\$114.76	\$117.06	\$119.40	\$121.79
Enterprise Application System/Database Administrator (Level II)	\$125.37	\$127.88	\$130.44	\$133.05	\$135.71	\$138.42
Enterprise Application System/Database Administrator (Level I)	\$118.43	\$120.80	\$123.22	\$125.68	\$128.19	\$130.75
Systems Architect	\$129.62	\$132.21	\$134.85	\$137.55	\$140.30	\$143.11
Systems Engineer III	\$165.70	\$169.01	\$172.39	\$175.84	\$179.36	\$182.95

CONTRACTOR'S INFORMATION TECHNOLOGY LABOR CATEGORY DESCRIPTIONS

Functional Enterprise Application Specialist, Principal

Minimum/General Experience: Over ten (10+) years of related business experience including over six (6+) years of Enterprise Computing or IT experience. Master's Degree may be substituted for two (2) years of general experience.

Functional Responsibilities: Functional specialist with extensive experience and/or expertise in system design, development and analysis to improve business processes. Extensive customization and implementation experience. Business and analytical expertise to support project requirements. Understands client objectives with extensive knowledge of core processes. Provides overall system design and specifications. Responsibilities include project management of information technology and enterprise computing initiatives. Specific expertise in business or functional areas.

Minimum Education: Bachelor's Degree in related field. Four (4) years of direct related experience in this field may be substituted in lieu of a diploma.

Functional Enterprise Application Specialist III

Minimum/General Experience: Over seven (7+) years of related business experience including four (4) years of Enterprise Computing or IT experience. Master's Degree may be substituted for two (2) years of general experience.

Functional Responsibilities: Functional specialist with heavy experience and/or expertise in system design, development and analysis to improve business processes. Extensive customization and implementation experience. Business and analytical expertise to support project requirements. Understands client objectives with extensive knowledge of core processes. Provides overall system design and specifications. Responsibilities include team lead positions for IT and Enterprise Computing initiatives. May have specific expertise in business or functional areas.

Minimum Education: Bachelor's Degree in related field. Four (4) years of direct related experience in this field may be substituted in lieu of a diploma.

Functional Enterprise Application Specialist I

Minimum/General Experience: Over two (2+) years of related business experience including one (1) year of Enterprise Computing or IT experience. Master's Degree may be substituted for two (2) years of general experience.

Functional Responsibilities: Functional specialist with experience in system design, development and analysis to improve business processes. Customization and implementation experience. Business and analytical expertise to support project requirements. Understands client objectives with some knowledge of core processes. Participates in overall system design and specifications. May have specific expertise in business or functional areas.

Minimum Education: Bachelor's Degree in related field. Four (4) years of direct related experience in this field may be substituted in lieu of a diploma.

Technical Enterprise Application Specialist, Principal

Minimum/General Experience: Over ten (10+) years of experience in developing, prototyping and testing solutions for large-scale computer systems implementations. Includes over six (6+) years of experience (or equivalent education) in implementing application solutions. Formal training in relevant application specialties or overall application structure and implementation courses. Master's Degree may be substituted for two (2) years of general experience.

Functional Responsibilities: Supports integration of enterprise applications. Responsible for technical aspects of application implementation. Possesses and applies comprehensive application knowledge to provide technical and system design guidance to application development technical team. Uses knowledge to direct and/or create the interface of application code, relational databases, and/or computer hardware systems. Develops interfaces for data capture and table population, application code development, screen views and other required technical design and development requirements.

Minimum Education: Bachelor's Degree in related field. Four (4) years of direct related experience in this field may be substituted in lieu of a diploma.

Technical Enterprise Application Specialist III

Minimum/General Experience: Over seven (7+) years' experience in developing, prototyping and testing solutions for large-scale computer systems implementations. Includes four (4) years' experience (or equivalent education) in implementing application solutions. Formal training in relevant application specialties or overall application structure and implementation courses. Master's Degree may be substituted for two (2) years of general experience.

Functional Responsibilities: Supports integration of certain enterprise applications. Responsible for technical aspects of application implementation. May provide technical design support to development technical team. Uses knowledge to help develop interface of application code, relational databases and/or computer hardware systems. Develops interfaces for data

capture and table population, application code development, screen views and other required technical design and development requirements.

Minimum Education: Bachelor's Degree in related field. Four (4) years of direct related experience in this field may be substituted in lieu of a diploma.

Technical Enterprise Application Specialist II

Minimum/General Experience: Over four (4+) years' experience (or equivalent training) in Enterprise Computing or IT solutions. Formal training in relevant application specialties or overall application structure and implementation installation courses. Master's Degree may be substituted for two (2) years of general experience.

Functional Responsibilities: Supports integration of certain enterprise applications Assists in developing interfaces between application code, relational databases and/or computer hardware systems. Assists in developing interfaces for data capture and table population, application code development, screen views and other required technical design and development requirements.

Minimum Education: Bachelor's Degree in related field. Four (4) years of direct related experience in this field may be substituted in lieu of a diploma.

Technical Enterprise Application Specialist I

Minimum/General Experience: Over two (2+) years' experience (or equivalent training) in Enterprise Computing or IT solutions. Formal training in relevant application specialties or overall application structure and implementation installation courses. Master's Degree may be substituted for two (2) years of general experience.

Functional Responsibilities: Supports integration of certain enterprise applications. Assists in developing interfaces between application code, relational databases and/or computer hardware systems. Assists in developing interfaces for data capture and table population, application code development, screen views and other required technical design and development requirements.

Minimum Education: Bachelor's Degree in related field. Four (4) years of direct related experience in this field may be substituted in lieu of a diploma.

Enterprise Application System/Database Administrator II

Minimum/General Experience: Over four (4+) years' experience in design, development, testing and implementation for large scale database systems. Includes two (2) years' experience with logical design, requirements definition and data administration with large-scale systems or client/server environments. Minimum of one (1) year experience in relevant application database design, development and implementation, or applicable training program in database design and administration. Masters' Degree may be substituted for two (2) years of general experience.

Functional Responsibilities: Supports the integration of selected enterprise applications. Provides database administration, design, support and enhancements. Adheres to policies, procedures, standards and guidelines as required. Assesses system to monitor and maintain data integrity, normalization and integration of application tables and application performance. Provides technical support in all facets of database administration including performance tuning, synchronization, user and developer access and security. Establishes and maintains data mapping documents, dictionaries and/or related design documentation. Troubleshoots and resolves complex problems to ensure no disruption of mission-critical applications. Responsible for performance enhancements, normalization and maintaining tables.

Minimum Education: Bachelor's Degree in related field. Four (4) years of direct related experience in this field may be substituted in lieu of a diploma.

Enterprise Application System/Database Administrator I

Minimum/General Experience: Two (2) years of experience in design, development, testing and implementation for large scale database systems. Includes one (1) year experience with logical design, requirements definition and data administration with large-scale systems or client/server environments. At least six (6) months experience in relevant application database design, development and implementation, or applicable training program in database design and administration. Masters' Degree may be substituted for two (2) years of general experience.

Functional Responsibilities: Supports the integration of selected enterprise applications. Provides database administration, design, support and enhancements. Adheres to policies, procedures, standards and guidelines as required. Assesses system to monitor and maintain data integrity, normalization and integration of application tables and application performance. Assists in database administration including performance tuning, synchronization, user and developer access and security. Assists in establishing and maintaining data mapping documents, dictionaries and/or related design documentation. Troubleshoots and resolves problems to ensure no disruption of mission-critical applications. Assists in performance enhancements, normalization and maintaining tables.

Minimum Education: Bachelor's Degree in related field. Four (4) years of direct related experience in this field may be substituted in lieu of a diploma.

Project Leader/Task Leader

Minimum/General Experience: Over ten (10+) years' experience in the IT industry including five (5) years managing and coordinating Enterprise Computing or IT projects. Manages and implements all phases of the systems life cycle, to include the definition, analysis, design, programming, testing and implementation phases. Manages the project plans and schedules to achieve the project objectives relating to performance, cost and milestones. Ensures conformance with requirements of work breakdown schedules associated with ERP, ERM, EC/EDI and IT applications. Coordinates work effort with all pertinent parties to ensure problem resolution, management control and user satisfaction. Master's Degree may be substituted for two (2) years of general experience.

Functional Responsibilities: Knowledge of Enterprise Computing and IT products and the proven ability to develop sound business solutions in complex IT environments. Provides leadership and advice on the development, implementation and deployment of IT applications. Possesses knowledge of open and proprietary systems in the selection, design, customization and implementation of Enterprise Computing solutions. Reviews work products for quality, completeness, and adherence to design concepts and user requirements.

Minimum Education: Bachelor's Degree in related field. Four (4) years of direct related experience in this field may be substituted in lieu of a diploma.

Senior Database Administrator

Minimum/General Experience: Over four (4+) years' experience in administrating databases. Master's Degree may be substituted for two (2) years of general experience.

Functional Responsibilities: Manages development of database projects. Plans and budgets staff and database resources. Manages team of developers or administrators. Expertise in database design, installation, and conversion. Manages backup and recovery procedures, access security, database integrity, physical data storage design and management. Maintains database performance standards. Consults with user management to ensure that problems are properly identified and solved to meet requirements.

Minimum Education: Bachelor's Degree or equivalent experience. Four (4) years of direct related experience in this field may be substituted in lieu of a diploma.

Junior Database Administrator

Minimum/General Experience: Over three (3+) years' experience in administrating databases. Master's Degree may be substituted for two (2) years of general experience.

Functional Responsibilities: Controls activity related to database design, implementation and maintenance. May have team lead experience. Business systems analysis and design experience. Proficient in logical and physical data modeling techniques and productivity tools and software. Evaluates and recommends data standards, maintains data definition documentation and consults data design methodologies/ techniques. Maintains database performance standards.

Minimum Education: Bachelor's Degree in related field. Four (4) years of direct related experience in this field may be substituted in lieu of a diploma.

Programmer/Developer II

Minimum/General Experience: Over four (4+) years' experience in systems analysis, design and programming. Master's Degree may be substituted for two (2) years of general experience.

Functional Responsibilities: Analyzes user requirements, procedures and problems to automate processing and improve existing computer system. Formulates and defines system scope and objective. Writes detailed description of user needs, program, program functions and steps required for developing and modifying computer programs. Analyzes software requirements to determine feasibility of design and consults with hardware engineers to evaluate interface between hardware, software and operational performance requirements of the system. Designs, develops and implements applications and systems based on user needs. Studies existing information-processing systems to evaluate effectiveness and develop new systems based on user needs.

Minimum Education: Bachelor's Degree in related field. Four (4) years of direct related experience in this field may be substituted in lieu of a diploma.

Programmer/Developer I

Minimum/General Experience: Over three (3+) years' experience in application development, programming and systems analysis. Master's Degree may be substituted for two (2) years of general experience.

Functional Responsibilities: Designs and develops computer software applications and systems in conjunction with product development. Consults with software engineers and other professionals to evaluate interface between hardware, software and operational performance requirements of overall system. Responsible for coding, testing, debugging and documentation. Interfaces with all phases of application systems analysis and programming.

Minimum Education: Bachelor's Degree in related field. Four (4) years of direct related experience in this field may be substituted in lieu of a diploma.

Network Engineer/Systems Administration Specialist II

Minimum/General Experience: Over six (6+) years general IT experience including four (4) years of specialized experience in data network engineering. Master's Degree may be substituted for two (2) years of general experience.

Functional Responsibilities: Designs, installs and maintains complex networks that typically link several computing platforms, operation systems and network topologies across widely dispersed geographic areas. Evaluates hardware and software suitable for large complex networks. Designs, tests and implements interface programs. Develops, implements and monitors security procedures. Manages network performance. Troubleshoots and resolves complex problems to ensure no disruption of mission-critical applications. Designs and maintains fault-tolerant systems and manages system backups. Recommends and implements changes in methods or procedures, where necessary.

Minimum Education: Bachelor's Degree in related field. Four (4) years of direct related experience in this field may be substituted in lieu of a diploma.

Network Engineer/Systems Administration Specialist I

Minimum/General Experience: Four (4) years of General IT experience including two (2) years of specialized experience in data network engineering. Master's Degree may be substituted for two (2) years of general experience.

Functional Responsibilities: Installs and maintains complex networks that typically link several computing platforms, operation systems and network topologies across widely dispersed geographic areas. Evaluates hardware and software suitable for large complex networks. Installs, maintains and upgrades network interface programs. Monitors and maintains security procedures. Manages network performance. Troubleshoots and resolves complex problems to ensure no disruption of mission-critical applications. Maintains fault-tolerant systems and manages system backups. Recommends changes in methods or procedures, where necessary.

Minimum Education: Bachelor's Degree in related field. Four (4) years of direct related experience in this field may be substituted in lieu of a diploma.

Senior Help Desk Specialist

Minimum/General Experience: Four (4) years of General IT experience including three (3) years of related experience. Master's Degree may be substituted for two (2) years of general experience.

Functional Responsibilities: Works closely with user community and Help Desk staff to identify, research, isolate and resolve problems relating to all aspects of office automation and data center operations. Tracks and reports complaints in order to spot trends or problem areas for quick resolution. May use problem-tracking databases or other specialized Help Desk software. Responsible for ensuring timely and effective resolutions to problems. May escalate problems to appropriate departments, where appropriate.

Minimum Education: Bachelor's Degree in related field. Four (4) years of direct related experience in this field may be substituted in lieu of a diploma.

Systems Architect

Functional Responsibility: Serves as the computing expert responsible for providing technical leadership and direction in supporting the application of sound software systems engineering concepts and practices. The Systems Architect advises, participates, and supports projects and teams in the technical analysis, design and development of large or complex mission critical systems and other enterprise computing solutions. The System Architect uses experience and knowledge in software engineering tools and techniques to help clients develop agency guidance for projects in testing and evaluation, software aspects of certification, and other software engineering subjects as well as rendering direct software development assistance.

Minimum Education: Bachelor's Degree in a related field. Must have experience in one or more areas including telecommunication concepts, computer software, computer languages, operating systems, middleware, or database management systems. Four (4) years of direct related experience in this field may be substituted in lieu of a diploma.

Minimum Experience: Five to seven years direct related experience. Master's Degree may be substituted for two (2) years of general experience.

Systems Engineer III

Functional Responsibilities: Analyzes functional business requirements and designs technical specifications for functional activities. Provides identification/fixes for problems within existing systems, design/implementation of new systems, or the existing system. Participates in the analysis, design, and new construction of IT systems. Responsible for defining the needs of customers and identifying the realities of commercially available IT products. Creates requirements that facilitate implementation by the architecture and engineering team.

Minimum Education: Bachelor's Degree in a related field. Must have experience in one or more areas including telecommunication concepts, computer software, computer languages, operating systems, middleware, or database management systems. Four (4) years of direct related experience in this field may be substituted in lieu of a diploma.

Minimum Experience: Six or more years of relevant experience. Master's Degree may be substituted for two (2) years of general experience.