

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

Special Item No. 132-51 Information Technology Professional Services

SIN 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 D311 IT Data Conversion 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



**462 K Street, NW
Washington, DC 20001
Telephone: (202) 842-3003
FAX: (202) 829-4470
www.fmshq.com**

Contract Number: GS-35F-0070J

Period Covered by Contract: November 9, 1998 – November 8, 2018

**General Services Administration
Federal Acquisition Service**

Pricelist current through Modification #PO-0017 dated 11/01/13

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/>

TABLE OF CONTENTS

INFORMATION FOR ORDERING ACTIVITIES APPLICABLE TO ALL SPECIAL ITEM NUMBERS	3
TERMS AND CONDITIONS APPLICABLE TO INFORMATION TECHNOLOGY (IT) PROFESSIONAL SERVICES (SPECIAL ITEM NUMBER 132-51)	10
PRICING	2
USA COMMITMENT TO PROMOTE SMALL BUSINESS PARTICIPATION PROCUREMENT PROGRAMS	4
BEST VALUE BLANKET PURCHASE AGREEMENT FEDERAL SUPPLY SCHEDULE.....	5
BASIC GUIDELINES FOR USING “CONTRACTOR TEAM ARRANGEMENTS”	6
LABOR CATEGORY DESCRIPTION	7

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 micro purchase 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.fss.gsa.gov). The catalogs/pricelists, GSA Advantage![™] and the Federal Acquisition Service Home Page (www.fss.gsa.gov) contains 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 micro purchase threshold, customers are to give preference to small business concerns when two or more items at the same delivered price will satisfy their requirement.

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.

The Geographic Scope of Contract will be domestic delivery only.

2. CONTRACTOR'S ORDERING ADDRESS AND PAYMENT INFORMATION:

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

Technical Information & Ordering Assistance:

Mr. Aubrey Stephenson 202-842-3003 extension 301
astephenson@fmshq.com

Mr. Terry Valladares 202-842-3003 extension 327
tvalladares@fmshq.com

Ordering/Payment Address and Information:

FMS, Inc.
462 K St, N.W.
Washington, DC 20001

Attn: Christina Stephenson

Business Manager
cstephenson@fmshq.com
Fax Number: 202-829-4470

Contractors are required to accept credit cards for payments equal to or less than the micro-purchase threshold for oral or written delivery orders. Credit cards will be acceptable for payment above the micro-purchase threshold. In addition, bank account information for wire transfer payments will be shown on the invoice.

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.

4. STATICAL DATA FOR GOVERNMENT ORDERING OFFICE COMPLETION OF STANDARD FORM 279:

Block 9: G. Order/Modification Under Federal Schedule
Block 16: Data Universal Numbering System (DUNS) Number: 62-781-0476
Block 30: Type of Contractor – B: Small Disadvantaged Business
Block 31: Woman-Owned Small Business – No
Block 37: Contractor's Taxpayer Identification Number (TIN): 52-1708090

- 4a. CAGE Code: 05HQ5
- 4b. Contractor has registered with the Central Contractor Registration Database.

5. FOB DESTINATION

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)
132-51	As cited in Delivery Order

- 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.

7. DISCOUNTS: Prices shown are NET Prices; Basic Discounts have been deducted.

- a. Prompt Payment: 0.5% - 15 days from receipt of invoice or date of acceptance, whichever is later.
- b. Quantity – 0%
- c. Dollar Volume – 0%
- d. Government Educational Institutions – 1%
- e. Other – 0%

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.

9. STATEMENT CONCERNING AVAILABILITY OF EXPORT PACKING: Not applicable

10. Small Requirements: The minimum dollar value of orders to be issued is \$100.00.

11. MAXIMUM ORDER (All dollar amounts are exclusive of any discount for prompt payment.)

a. The Maximum Order value for Special Item Number (SIN) 132-51 is \$500,000.

12. ORDERING PROCEEDURES 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.

13. FEDERAL INFORMATION TECHNOLOGY/TELECOMMUNICATION STANDARDS REQUIREMENTS:

Federal departments and agencies 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 offices, shall be responded to promptly by the Contractor.

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.

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.

14. CONTRACTOR TASKS / SPECIAL REQUIREMENTS (C-FSS-370) (NOV 2001)

- (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. The Industrial Funding Fee does NOT apply to travel and per diem charges.

NOTE: Refer to FAR Part 31.205-46 Travel Costs, for allowable costs that pertain to official company business travel in regards to this contract.

- (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.

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 C.1.)

16. **GSA ADVANTAGE!**

GSA Advantage! is 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. Internet explorer, Firefox or Google Chrome). The Internet address is <http://www.fss.gsa.gov/>.

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.

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.

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:

N/A

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.

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).

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.

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.

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 website: www.fmshq.com
The EIT standard can be found at: [www. Section508.gov/](http://www.Section508.gov/).

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.

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.

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>.

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)

TERMS AND CONDITIONS APPLICABLE TO INFORMATION TECHNOLOGY (IT) PROFESSIONAL SERVICES (SPECIAL ITEM NUMBER 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/EC 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 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), 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.

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

FMS provides a range of information technology management services to protect information and improve IT capability and functionality. We have over 21 years of experience providing support to Federal and municipal government agencies for nearly all aspects of their IT operations and functions. Because of our strong mission sense, our team of dedicated professionals help agencies documents their IT requirements, develop and implement IT systems, and provide post implementation support to ensure that government agencies meet their mission.

Our many years of Federal government experience assisting clients with compliance with OMB Circular A-123 and FISMA requirements give us a unique perspective of our government client's technology assessment and improvement needs. We will provide information technology specialists who can specify the information system requirements that will assist our clients to build the required technological system with the necessary security controls. FMS offers a variety of information management and IT infrastructure services including:

- Systems integration and administration
- Systems management
- Database administration
- IT project management
- Application software development
- User acceptance testing (UAT)
- Technical documentation / user manuals
- Operation and maintenance (O&M) support
- Helpdesk support
- Network / security management
- IT training
- IT security and privacy assessment and monitoring
- Quality assurance assessments
- IT audit readiness strategy and support for FISMA compliance audits
- OMB Circular A-123 compliance
- Web development
- IT systems analysis
- IT business requirements elicitation and documentation
- Disaster recovery and business continuity planning
- IT policy and planning to include Capital Planning and Investment Control (CPIC), Enterprise Architecture development, and IT governance

The information in the following table provides a listing of the IT labor categories offered and the approved GSA rates.

PRICING

Information Technology Labor Category	2014	2015	2016	2017	2018
	GSA Rates 9/9/13 – 9/8/14	GSA Rates 9/9/14 – 9/8/15	GSA Rates 9/9/15 – 9/8/16	GSA Rates 9/9/16 – 9/8/17	GSA Rates 9/9/17 – 9/8/18
Project Director	\$ 142.56	\$ 145.41	\$ 148.32	\$ 151.29	\$154.32
Project Manager	\$ 111.21	\$ 113.43	\$ 115.70	\$ 118.01	\$120.37
Systems Analyst, Senior	\$ 71.54	\$ 72.97	\$ 74.43	\$ 75.92	\$ 77.44
Systems Analyst, Junior	\$ 52.57	\$ 53.62	\$ 54.69	\$ 55.78	\$ 56.90
Computer Systems Analyst I	\$ 71.54	\$ 72.97	\$ 74.43	\$ 75.92	\$ 77.44
Computer Program, Senior	\$ 66.03	\$ 67.35	\$ 68.70	\$ 70.07	\$ 71.47
Database Administrator	\$ 162.17	\$ 165.41	\$ 168.72	\$ 172.09	\$175.53
Computer Operator III	\$ 37.51	\$ 38.26	\$ 39.03	\$ 39.81	\$ 40.61
Data Stat./Operations Research Analyst, Junior	\$ 56.61	\$ 57.74	\$ 58.89	\$ 60.07	\$ 61.27
Word Processor II	\$ 44.27	\$ 45.16	\$ 46.06	\$ 46.98	\$ 47.92
Word Processor I	\$ 36.47	\$ 37.20	\$ 37.94	\$ 38.70	\$ 39.47
Key/Data Entry Operator, II	\$ 46.00	\$ 46.92	\$ 47.86	\$ 48.82	\$ 49.80
Automated Fin./Accounting Systems Specialist, Senior	\$ 108.01	\$ 110.17	\$ 112.37	\$ 114.62	\$116.91
Automated Fin./Accounting Systems Specialist, Junior	\$ 73.65	\$ 75.12	\$ 76.62	\$ 78.15	\$ 79.71
Automated Fin./Accounting Systems Technician	\$ 47.47	\$ 48.42	\$ 49.39	\$ 50.38	\$ 51.39
Report Editing/Production Specialist	\$ 46.92	\$ 47.86	\$ 48.82	\$ 49.80	\$ 50.80
Computer Hi-Speed Copy Operator	\$ 33.58	\$ 34.25	\$ 34.94	\$ 35.64	\$ 36.35
Lead Meter Clerk	\$ 32.53	\$ 33.18	\$ 33.84	\$ 34.52	\$ 35.21
Library Computer Search Specialist I	\$ 23.88	\$ 24.36	\$ 24.85	\$ 25.35	\$ 25.86
Library Computer Search Specialist II	\$ 39.58	\$ 40.37	\$ 41.18	\$ 42.00	\$ 42.84
Library Computer Search Specialist, Senior	\$ 43.99	\$ 44.87	\$ 45.77	\$ 46.69	\$ 47.62
Network/Internet Search Specialist	\$ 36.47	\$ 37.20	\$ 37.94	\$ 38.70	\$ 39.47
Automated Project Specialist, Junior	\$ 66.03	\$ 67.35	\$ 68.70	\$ 70.07	\$ 71.47
Automated Project Specialist, Senior	\$ 79.28	\$ 80.87	\$ 82.49	\$ 84.14	\$ 85.82
Automated Management Analyst	\$ 63.97	\$ 65.25	\$ 66.56	\$ 67.89	\$ 69.25

Information Technology Labor Category	2014	2015	2016	2017	2018
Automated Management Analyst, Senior	\$ 101.26	\$ 103.29	\$ 105.36	\$ 107.47	\$109.62
IT Principal Consultant I	\$ 238.67	\$ 243.44	\$ 248.31	\$ 253.28	\$258.35
IT Principal Consultant II	\$ 394.28	\$ 402.17	\$ 410.21	\$ 418.41	\$426.78
IT Subject Matter Expert I	\$ 144.48	\$ 147.37	\$ 150.32	\$ 153.33	\$156.40
IT Subject Matter Expert II	\$ 299.29	\$ 305.28	\$ 311.39	\$ 317.62	\$323.97

USA COMMITMENT TO PROMOTE SMALL BUSINESS PARTICIPATION PROCUREMENT PROGRAMS

PREAMBLE

Federal Management Systems, Inc., (FMS) 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 **Aubrey A. Stephenson, President, FMS, at (202) 842-3003.**

- (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.

LABOR CATEGORY DESCRIPTION

1. PROJECT DIRECTOR

Minimum/General Experience: Ten years experience managing complex medium-to-large scale, complex computer or communications activities typically involving new system/network implementation, legacy and/or leading edge computer/data center operations, voice/data communications, system design and development, installation, testing, documentation and maintenance.

Functional Responsibility: Provides contract or program management. Interfaces directly with Federal or State government client personnel, or commercial personnel in day-to-day ' management of the contract. Organizes, directs and manages contractual requirements. Possesses strong oral and written communications skills. Ensures schedules/cost compliance.

Minimum Education: Bachelor's degree with advanced studies and training in computer science, information systems, engineering, business, or other discipline. MS/MBA preferred,

2. PROJECT MANAGER

Minimum/General Experience: Seven years hands-on experience managing information technology projects of medium-to-large scale, and moderate-to-high complexity.

Functional Responsibility: Typically manages acquisition and support 'projects for communications systems, computer systems, and software development projects, Provides project oversight, personnel management, and reporting. Ensures staff conformance with task order schedules, budgeted costs, and deliverables.

Minimum Education: Bachelor's degree .in computer science, information systems, engineering, business, or other discipline, Experience may be substituted for formal education on 2-years basis, MS preferred.

3. SYSTEMS ANALYST, SENIOR

Minimum/General Experience: Five years progressive experience in the analysis and design of business or scientific applicants using database management systems or high level programming languages.

Functional Responsibility: Evaluates system design, programming, documentation, performance, and implementation of moderately complex computer or network applications. Participates in operational phases of the software development cycle with emphasis on the planning, analysis, test, and acceptance phases. Prepares technical reports and related documentation, and makes charts and graphs to record results.

Minimum Education: Bachelor's degree in relevant field of study. Experience, including military training, may be substituted for education on a 2-year/1-year basis, in lieu of a four-year degree,

4. SYSTEMS ANALYST JUNIOR

Minimum/General Experience: Two years experience in the analysis and design of business applications using database management systems and high level programming languages.

Functional Responsibility: Working with more senior analysts, performs as-assigned duties in requirements analysis, preparing test plans/outlines, reviewing and checking design documents, organizing, and assisting with project planning and scheduling.

Minimum Education: Associates degree (BS preferred) in a business *or* technical field. Experience may be substituted for the two-year degree,

5. COMPUTER SYSTEMS ANALYST I

Minimum/General Experience: One to four years progressive experience in the analysis and design of business or scientific applications using database management systems or high level programming languages.

Functional Responsibility: Evaluates system design, programming, documentation, performance, and implementation of moderately complex computer or network applications. Participates in operational phases of the software development cycle with emphasis on the planning, analysis, test, and acceptance phases, Prepares technical reports and related documentation, and makes charts and graphs to record results. Prepares and delivers presentations and briefings as required.

Minimum Education: Bachelor's degree in computer science, information systems, engineering, business, or other technical discipline.

6. COMPUTER PROGRAMMER, SENIOR

Minimum/General Experience: One to four years progressive experience in computer programming of business or scientific applications using database management systems or high level programming languages.

Functional Responsibility: Evaluates computer system design, programming, documentation, performance, and implementation of moderately complex computer or network applications. Participates in operational phases of the software development cycle with emphasis on the planning, analysis, test, and acceptance phases. Prepares technical reports and related documentation, and makes charts and graphs to record results. Prepares and delivers presentations and briefings as required.

Minimum Education: Bachelor's degree in computer science, information systems, engineering, business, or other technical discipline,

7. DATABASE ADMINISTRATOR

Minimum/General Experience: Seven years experience in analysis, administration, and documentation of computer databases.

Functional Responsibility: Capable of designing and implementing moderately complex databases, Typically responsible for administering, maintaining and updating existing databases, troubleshooting,

Minimum Education: Bachelor's degree in relevant field of study. Experience, including military training, may be substituted for education on a 2-year/1-year basis, in lieu of a four-year degree. Extensive and specialized training on a frequent basis and on various applications.

8. COMPUTER OPERATOR III

Minimum/General Experience: Seven years of progressive experience in the operation of stored program digital computers and peripheral equipment and in the technical supervision of operations staff. Schedules and coordinates work flow of computer operations personnel. Schedules work of users. Provides technical assistance to system users in resolving complex operating problems. Selects trains and evaluates performance of computer operations personnel. Capable of performing all duties normally expected of a Computer Operator II.

Minimum Education: Two years of college or technical school training. Experience may be substituted for formal education on a one year to one year basis.

9. DATA STATISTICAL/OPERATIONS RESEARCH ANALYST, JUNIOR

Minimum/General Experience: Two years experience in statistical and/or operations research analysis. Experience in applying quantitative algorithms to major professional activities.

Functional Responsibility: Performs complex data analysis. Conducts trend/statistical analysis and applies optimization techniques to problems.

Minimum Education: MBA or other advanced degree in Statistics, Mathematics, or Operations Research.

10. WORD PROCESSOR III

Minimum/General Experience: Three to six years experience in word processing. Thorough knowledge of word processing concepts and knowledge of at least two word processing systems. Two years experience in training beginners.

Functional Responsibility: Performs word processing typing to produce a variety of administrative and technical documents from written inputs provided by others. Uses the Internet to enter and access text information.

Minimum Education: Two years of college. Experience may substitute for formal education on 1-year/1-year basis.

11. WORD PROCESSOR II

Minimum/General Experience: Two to four years experience in word processing. Thorough knowledge of word processing concepts and knowledge of at least two word processing systems.

Functional Responsibility: Performs word processing typing to produce a variety of administrative and technical documents from written inputs provided by others. Uses the Internet to enter and access text information.

Minimum Education: Two years of college. Experience may substitute for formal education on 1-year/1-year basis.

12. KEY DATA ENTRY OPERATOR II

Minimum/General Experience: Two or more years of technical experience in data entry. Some experience in training beginners.

Functional Responsibility: Working under general direction, operates data entry devices to record a variety of data. Verifies data entered, and performs related clerical duties. Instructs, directs, and checks the work of other operators, and schedules data entry functions.

Minimum Education: High school diploma.

13. AUTOMATED FINANCIAL AND ACCOUNTING SYSTEMS SPECIALIST, SENIOR

Minimum/General Experience: Over six years of accounting and finance applications including the application of accounting procedures and methods in an automated system environment. Experienced in task leadership,

Functional Responsibility: Designs accounting systems and debt management systems, Designs and generates automated accounting and collection reports, Maintains and upgrades accounting systems and transactions, Audits, reviews, evaluates and recommends changes in accounting systems, vouchers, documents and reports, debt management and fees.

Minimum Education: Advanced degree (MBA) in Business Administration, Accounting, Finance or Management Information Systems. Work experience may be substituted for degree; 3 years in a managerial capacity in lieu of MBA.

14. AUTOMATED FINANCIAL AND ACCOUNTING SYSTEMS SPECIALIST, JUNIOR

Minimum/General Experience: Up to five years of accounting and finance applications experience in an automated environment.

Functional Responsibility: Designs accounting systems. Designs and generates automated accounting and collection reports. Maintains and upgrades accounting systems and transactions, reviews, evaluates and recommends changes in accounting systems, vouchers, documents and reports.

Minimum Education: Bachelor's Degree in Accounting, Finance or Management Information Systems.

15. AUTOMATED FINANCIAL AND ACCOUNTING SYSTEMS SPECIALIST, TECHNICIAN

Minimum/General Experience: Two years of accounting and finance applications experience.

Functional Responsibility: Processes accounting transactions for automated accounting reports. Maintains and upgrades accounting systems and transactions. Reviews, evaluates and recommends changes in accounting systems, vouchers documents and reports.

Minimum Education: Associate Degree in Accounting, Finance or Management Information Systems.

16. REPORT EDITING AND PRODUCTION SPECIALIST

Minimum/General Experience: Three years progressive experience in IT/ABP systems data/text editing and report generation.

Functional Responsibility: Performs editing and final text formatting for technical documents using word processing and other software. Performs report generation using automated systems.

Minimum Education: Bachelors degree in Communications or English

17. COMPUTER HI-SPEED COPY OPERATOR

Minimum/General Experience: Three years experience in the use of automated duplication, binding machines, and other relevant equipments. Good people skills.

Functional Responsibility: Assists in copying, collating and performing general document processing duties. Ensure duplication machines are in proper working order and are kept clean. Log in the beginning meter reading so as to keep track of the number of copies made on a daily, weekly and monthly basis. Ensure that there are sufficient quantities of copy supplies (e.g. paper, toner, etc.) for the day's work.

Minimum Education: High school diploma, good command of English

18. LEAD METER CLERK

Minimum/General Experience: 3 years experience in automated mail environment.

Functional Responsibility: Provides accurate cost data essential to the cost effective management of metered mail. Operate automated mail equipment (postage meters, X-ray machines, etc.)

Minimum Education: Education: High school diploma, good command of English

19. LIBRARY COMPUTER SEARCH SPECIALIST I

Minimum/General Experience: One year of library/administrative support experience.

Functional Responsibility: Performs librarian tasks in an automated environment. Under direction, conducts network and Internet searches,

Minimum Education: Associate degree in Management Information Systems, Information Sciences, or Library Sciences,

20. LIBRARY COMPUTER SEARCH SPECIALIST II

Minimum/General Experience: Three years of library/administrative management experience.

Functional Responsibility: Performs Librarian tasks in an automated environment. Conducts network and Internet searches. Trains system users.

Minimum Education: Masters degree in Management Information Systems, Information Sciences, or Library Sciences.

21. LIBRARY COMPUTER SEARCH SPECIALIST, SENIOR

Minimum/General Experience: Three years of administrative management experience. Experience in training users.

Functional Responsibility: Performs all librarian tasks in an automated environment, Conducts network and Internet searches. Trains system users.

Minimum Education: Masters degree in Management Information Systems, Information Sciences, or Library Sciences.

22. NETWORK/INTEERNET SEARCH SPECIALIST

Minimum/General Experience: Two years of website network and Internet searching.

Functional Responsibility: Performs network and Internet searches, Participates in website design and upgrading. Demonstrates various website designs to prospective users.

Minimum Education: Associate's Degree

23. AUTOMATED PROJECT SPECIALIST, JUNIOR

Minimum/General Experience: Over 4 years providing project and management services, including 1 year of project supervision at higher levels. Two years of providing consulting project services to government or private sector entities. Possesses credible skills in project management and computer applications and use,

Functional Responsibility: Provides project support/management, and project improvement services. Under direction, analyzes current project environment, develops completion strategies for large projects and facilitates change.

Minimum Education: BS or higher degree

24. AUTOMATED PROJECT SPECIALIST, SENIOR

Minimum/General Experience: Over 7 years providing project and management services, including four years of project leadership at senior levels. Five years of providing consulting project services to government or private sector entities. Possesses credible skills in project management and computer applications.

Functional Responsibility: Provides project management, project business process improvement services. Analyzes current project environment, develops completion strategies for large projects and facilitates change.

Minimum Education: BS or higher degree.

25. AUTOMATED MANAGEMENT ANALYST

Minimum/General Experience: Over 4 years providing management services, including 1 year of leadership at higher levels. Two years of providing consulting services to government or private sector entities. Possesses credible skills in computer applications and use.

Functional Responsibility: Participates/provides management, organizational and business process improvement services. Analyzes as directed current environment, develops strategies for organizational improvement and facilitates change.

Minimum Education: BS or higher degree.

26. AUTOMATED MANAGEMENT ANALYST, SENIOR

Minimum/General Experience: Over 7 years providing management services, including four years of leadership at senior levels. Five years of providing consulting services to government or private sector entities. Possesses credible skills in computer applications and use.

Functional Responsibility: Provides management, organizational and business process improvement services, .Analyzes current environment, develops strategies for organizational improvement and facilitates change.

Minimum Education: BS or higher degree.

27. IT PRINCIPAL CONSULTANT II

Minimum/General Experience: Twenty years of experience providing high level direction and technical expertise on multiple complex issues on programs or projects that cover a broad range of IT planning, design, development, implementation, and operation activities to resolve or improve business capabilities as identified by management requirements.

Functional Responsibility: Provides high level insight and experience based advice to define problems, analyze facts and data, determine feasible solutions, and recommend alternatives for implementation. Develops studies or technical capability assessments. Prepares presentations and evaluations. Provides leadership and technical expertise for the full IT life cycle approach to system analysis, design, and implementation.

Minimum Education: Bachelor's degree in computer science, information systems, engineering, business, or other related disciplines. MS preferred.

28. IT PRINCIPAL CONSULTANT I

Minimum/General Experience: Fifteen years of experience providing high level direction and technical expertise on multiple complex issues on programs or projects that cover a broad range of IT planning, design, development, implementation, and operation activities to resolve or improve business capabilities as identified by management requirements.

Functional Responsibility: Provides a high level insight and experience based advice to define problems, analyze facts and data, determine feasible solutions, and recommend alternatives for implementation. Develops studies or technical capability

assessments. Prepares presentations and evaluations. Provides leadership and technical expertise for the full IT life cycle approach to system analysis, design, and implementation.

Minimum Education: Bachelor's degree in computer science, information systems, engineering, business, or other related disciplines.

29. IT SUBJECT MATTER EXPERT II

Minimum/General Experience: Twelve years of experience in one or more specific IT domains or technologies and providing subject matter advice, analysis, and solutions to business requirements for IT support.

Functional Responsibility: Provides IT subject matter specific knowledge in solving a variety of technology based business processing requirements or problems. Provides sound analysis, solution concepts, design recommendations, and development support for the full IT life cycle. Provides leadership in applying specific technological expertise to business requirements for IT projects and programs.

Minimum Education: Bachelor's degree in computer science, information systems, engineering, business, or other related disciplines. MS preferred.

30. IT SUBJECT MATTER EXPERT I

Minimum/General Experience: Ten years of experience in one or more specific IT domains or technologies and providing subject matter advice, analysis, and solutions to business requirements for IT support.

Functional Responsibility: Provides IT subject matter specific knowledge in solving a variety of technology based business processing requirements or problems. Provides sound analysis, solution concepts, design recommendations, and development support for the full IT life cycle. Provides leadership in applying specific technological expertise to business requirements for IT projects and programs.

Minimum Education: Bachelor's degree in computer science, information systems, engineering, business, or other related disciplines.