

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

1. General Description of the commodity offered

SunPlus provides Information Technology Professional Services offered under Special Item Numbers 132-51. Services Description of each type of services and pricing is provided in the section “**DESCRIPTION OF IT PROFESSIONAL SERVICES AND PRICING**”

2. 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 D310	IT Backup and Security Services
FPDS Code D311	IT Data Conversion Services
FPDS Code D313	Computer Aided Design/Computer Aided Manufacturing (CAD/CAM) Services
FPDS Code D316	IT Network Management Services
FPDS Code D317	Creation/Retrieval of IT Related Automated News Services, Data Services, or Other Information Services (All other information services belong under Schedule 76)
FPDS Code D399	Other Information Technology Services, Not Elsewhere Classified

Contractor's Name: SunPlus Data Group, Inc.
Complete Address, including Zip Code: 325 Lester Road NW Suite A, Lawrenceville, GA 30044
Telephone Number, including Area Code: 770-455-3264
Internet Address/Web Site: <http://www.sunplusdata.com>

Contract Number: GS-35F-0071S

Period Covered by Contract: 16 November 2010 - 16 November 2015

General Services Administration
Federal Acquisition Service

Pricelist current through Modification # 4, dated 2 November 2010.
Products and ordering information in this Authorized FSS Information Technology Schedule Pricelist are also available on the GSA Advantage! System (<http://www.gsadvantage.gov>).

TABLE OF CONTENTS

1. GENERAL DESCRIPTION OF THE COMMODITY OFFERED.....	1
2. SIN 132-51 - INFORMATION TECHNOLOGY (IT) PROFESSIONAL SERVICES	1
INFORMATION FOR ORDERING ACTIVITIES	3
1. GEOGRAPHIC SCOPE OF CONTRACT:	3
2. CONTRACTOR'S ORDERING ADDRESS AND PAYMENT INFORMATION:	3
3. LIABILITY FOR INJURY OR DAMAGE.....	4
4. STATISTICAL DATA FOR GOVERNMENT ORDERING OFFICE COMPLETION OF STANDARD FORM 279:....	4
5. FOB DESTINATION	5
6. DELIVERY SCHEDULE.....	5
7. TRADE AGREEMENTS ACT OF 1979, AS AMENDED:	5
8. STATEMENT CONCERNING AVAILABILITY OF EXPORT PACKING:.....	5
9. SMALL REQUIREMENTS: THE MINIMUM DOLLAR VALUE OF ORDERS TO BE ISSUED IS \$500____.	5
10. MAXIMUM ORDER (ALL DOLLAR AMOUNTS ARE EXCLUSIVE OF ANY DISCOUNT FOR PROMPT PAYMENT.).....	5
11. ORDERING PROCEDURES FOR FEDERAL SUPPLY SCHEDULE CONTRACTS.....	5
12. FEDERAL INFORMATION TECHNOLOGY/TELECOMMUNICATION STANDARDS	5
13. CONTRACTOR TASKS / SPECIAL REQUIREMENTS (C-FSS-370) (NOV 2003)	6
14. CONTRACT ADMINISTRATION FOR ORDERING ACTIVITIES:.....	7
15. GSA ADVANTAGE!	7
16. PURCHASE OF OPEN MARKET ITEMS	7
17. CONTRACTOR COMMITMENTS, WARRANTIES AND REPRESENTATIONS	7
18. OVERSEAS ACTIVITIES.....	7
19. BLANKET PURCHASE AGREEMENTS (BPAs)	8
20. CONTRACTOR TEAM ARRANGEMENTS.....	8
21. INSTALLATION, DEINSTALLATION, REINSTALLATION	8
22. SECTION 508 COMPLIANCE.	8
23. PRIME CONTRACTOR ORDERING FROM FEDERAL SUPPLY SCHEDULES.....	8
24. INSURANCE—WORK ON A GOVERNMENT INSTALLATION (JAN 1997)(FAR 52.228-5).....	9
25. SOFTWARE INTEROPERABILITY.....	9
26. ADVANCE PAYMENTS.....	9
TERMS AND CONDITIONS APPLICABLE TO INFORMATION TECHNOLOGY (IT) PROFESSIONAL SERVICES (SPECIAL ITEM NUMBER 132-51)	9
USA COMMITMENT TO PROMOTE SMALL BUSINESS PARTICIPATION PROCUREMENT PROGRAMS.....	43
BLANKET PURCHASE AGREEMENT (BPA).....	43

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 Supply Schedules Program. To enhance Small Business Participation SBA policy allows agencies to include in their procurement base and goals, the dollar value of orders expected to be placed against the Federal Supply Schedules, and to report accomplishments against these goals.

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

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

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

1. GEOGRAPHIC SCOPE OF CONTRACT:

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

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

Offerors are requested to check one of the following boxes:

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

2. CONTRACTOR'S ORDERING ADDRESS AND PAYMENT INFORMATION:

Ordering Information:

In accordance with the Placement of Orders clause of this solicitation, the orders placed by GSA's Federal Supply Service (FSS) can be made by either facsimile transmission or computer-to-computer Electronic Data Interchange (EDI).

Orders made by computer-to-computer EDI are requested to indicate below the name, address, and telephone number of the representative to be contacted regarding establishment of an EDI interface.

SunPlus Data Group, Inc. attn: Dudley Glenn or Sunny Duddilla

325 Lester Road NW Suite A, Lawrenceville, GA 30044

Phone: 770-455-3264 ext 205 or ext 201 E-Mail: DudleyG@SunPlusData.com or SunnyD@SunPlusData.com

Orders made by facsimile transmission are requested to indicate below the telephone number(s) for facsimile transmission equipment where orders should be forwarded.

SunPlus Data Group, Inc. attn: Dudley Glenn or Sunny Duddilla
325 Lester Road NW Suite A, Lawrenceville, GA 30044 Fax: 770-455-3265

For mailed orders, the offeror is requested to include the postal mailing address(es) where paper form orders should be mailed.

SunPlus Data Group, Inc. attn: Dudley Glenn or Sunny Duddilla
325 Lester Road NW Suite A, Lawrenceville, GA 30044

Payment information:

Payment by electronic funds transfer (EFT) is the preferred method of payment. However, under certain conditions, the ordering activity may elect to make payment by check. The offeror shall indicate below, the payment address to which checks should be mailed for payment of proper invoices submitted under a resultant contract.

PAYMENT ADDRESS:

SunPlus Data Group, Inc.
Attn: Sunny Duddilla
325 Lester Road NW Suite A
Lawrenceville, GA 30044

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 not** be acceptable for payment above the micro-purchase threshold. In addition, bank account information for wire transfer payments will be shown on the invoice.

The following telephone number can be used by ordering activities to obtain technical and/or ordering assistance:
770-455-3264, 404-641-5868, 770-335-9160, 678-429-3452

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

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. STATISTICAL 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: **022257054**

Block 30: Type of Contractor - **A. Small Disadvantaged Business**

- A. Small Disadvantaged Business
- B. Other Small Business
- C. Large Business
- G. Other Nonprofit Organization
- L. Foreign Contractor

Block 31: Woman-Owned Small Business - No

Block 36: Contractor's Taxpayer Identification Number (TIN): 58-2227451

4a. CAGE Code: IJCE2

4b. Contractor **has** registered with the Central Contractor Registration Database.

5. FOB DESTINATION

SunPlus Data Group will remain the owner of purchased software for perpetual licenses while in transit and is responsible for any loss or damage up to the time of delivery. SunPlus Data Group shall be responsible for all mailing, delivery, and shipping charges for purchased software.

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	___ Days
Specified on the Task 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. 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.

8. STATEMENT CONCERNING AVAILABILITY OF EXPORT PACKING:

N/A

9. SMALL REQUIREMENTS: The minimum dollar value of orders to be issued is \$500 ___.

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

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

11. ORDERING PROCEDURES FOR FEDERAL SUPPLY SCHEDULE CONTRACTS

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

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

12. FEDERAL INFORMATION TECHNOLOGY/TELECOMMUNICATION STANDARDS

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

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.

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

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

Schedule), the labor rates in the Schedule will vary as governed by labor laws (usually assessed a time and a half of the labor rate).

14. CONTRACT ADMINISTRATION FOR ORDERING ACTIVITIES:

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

15. GSA ADVANTAGE!

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

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

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

16. 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.

17. 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.

18. 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.

19. 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).

20. 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.

21. INSTALLATION, DEINSTALLATION, REINSTALLATION

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

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

22. 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:

<http://www.sunplusdata.com>

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

23. 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.

24. 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.

25. SOFTWARE INTEROPERABILITY.

N/A

26. 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 Professional Services within the scope of this Information Technology Schedule.
- b. The Contractor shall provide services at the Contractor's facility and/or at the ordering activity location, as agreed to by the Contractor and the ordering activity.

2. ORDER

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

3. PERFORMANCE OF SERVICES

- a. The Contractor shall commence performance of services on the date agreed to by the Contractor and the ordering activity.
- b. The Contractor agrees to render services only during normal working hours, unless otherwise agreed to by the Contractor and the ordering activity.

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

4. 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.

5. INSPECTION OF SERVICES

The Inspection of Services–Fixed Price (AUG 1996) (Deviation 1 – 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 (May 2001) (Deviation 1 – May 2003) clause at FAR 52.246-6 applies to time-and-materials and labor-hour orders placed under this contract.

6. 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 – Dec 2007) Rights in Data – General, may apply.

7. RESPONSIBILITIES OF THE ORDERING ACTIVITY

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

8. INDEPENDENT CONTRACTOR

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

9. 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.

10. INVOICES

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

11. PAYMENTS

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

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

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

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

12. RESUMES

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

13. 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.

14. 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.

15. DESCRIPTION OF IT PROFESSIONAL SERVICES AND PRICING

a. The Contractor shall provide a description of each type of IT/EC Service offered under Special Item Numbers 132-51 and 132-52. IT/EC Services shall be presented in the same manner as the Contractor sells to its commercial and other ordering activity customers. When the Contractor is proposing hourly rates, a description of all corresponding commercial job titles (labor categories) for those individuals who will perform the service shall be provided.

b. Pricing for all IT/EC Services shall be in accordance with the Contractor's customary commercial practices; e.g., hourly rates, monthly rates, term rates, and/or fixed prices.

The following is the description of the job titles performing the respective tasks:

PM 101 -- Senior Project Manager

A. Duties. Serves as project manager for a large, complex task order (or a group of task orders affecting the same common/standard/migration system) and shall assist the Program Manager in working with the ordering activity Contracting Officer (CO), the contract-level Contracting Officer's Representative (COR), the task order-level COR(s), ordering activity management personnel and customer agency representatives. Under the guidance of the Program Manager, responsible for the overall management of the specific task order(s) and insuring that the technical solutions and schedules in the task order are implemented in a timely manner. Performs enterprise wide horizontal integration planning and interfaces to other functional systems.

B. Qualifications. A Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline. This position requires a minimum of twelve years experience. Experience includes increasing responsibilities in information systems design and management.

1. With a Master's Degree (in the fields described in B above): ten years of experience.
2. With a Ph.D. (in the fields described in B above) eight years of experience.
3. With fifteen years experience, a degree is not required.

PM 102 -- Project Manager

A. Duties. Serves as project manager for a large, complex task order (or a group of task orders affecting the same common/standard/migration system) and shall assist the Senior Project Manager or Program Manager in working with the ordering activity Contracting Officer (CO), the contract-level Contracting Officer's Representative (COR), the task order-level COR(s), ordering activity management personnel and customer agency representatives. Under the guidance of the Senior Project Manager or Program Manager, responsible for the overall management of the specific task order(s) and insuring that the technical solutions and schedules in the task order are implemented in a timely manner. Performs enterprise wide horizontal integration planning and interfaces to other functional systems.

B. Qualifications. A Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline. This position requires a minimum of eight years experience. Experience includes increasing responsibilities in information systems design and management.

1. With a Master's Degree (in the fields described in B above): six years of experience.
2. With a Ph.D. (in the fields described in B above) four years of experience.
3. With ten years experience, a degree is not required.

PM 103 -- Junior Project Manager

A. Duties. Serves as project manager for a large, complex task order (or a group of task orders affecting the same common/standard/migration system) and shall assist the project manager in working with the ordering activity Contracting Officer (CO), the contract-level Contracting Officer's Representative (COR), the task order-level COR(s), ordering activity management personnel and customer agency representatives. Under the guidance of the Project Manager or Program Manager, responsible for the overall management of the specific task order(s) and

insuring that the technical solutions and schedules in the task order are implemented in a timely manner. Performs enterprise wide horizontal integration planning and interfaces to other functional systems.

B. Qualifications. A Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline. This position requires a minimum of four years experience. Experience includes increasing responsibilities in information systems design and management.

1. With a Master's Degree (in the fields described in B above): Two years of experience.
2. With a Ph.D. (in the fields described in B above) one years of experience.
3. With six years experience, a degree is not required.

QA104 -- Quality Assurance Manager

A. Duties. Establishes and maintains a process for evaluating software and associated documentation. Determines the resources required for quality control. Maintains the level of quality throughout the software life cycle. Conducts formal and informal reviews at pre-determined points throughout the development life cycle. Provides daily supervision and direction to support staff.

B. Qualifications. A Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline. This position requires a minimum of eight years experience, of which at least five years specialized experience in QA areas such as the following: Configuration Management, verification and validation, software testing and integration, software metrics and their application to software quality assessment. Experience includes increasing responsibilities in quality assurance, quality control, and team leader responsibilities.

1. With a Master's Degree (in the fields described in B above): six years of general experience of which at least four years must be specialized experience.
2. With a Ph.D. (in the fields described in B above) five years of general experience is required of which at least three years must be specialized experience.
3. With thirteen years of general experience of which at least eleven years must be specialized experience, a degree in the fields described in B above) is not required.

QA105 -- Quality Assurance Analyst

A. Duties. Provides technical and administrative direction for personnel performing software development tasks, including the review of work products for correctness, adherence to the design concept and to user standards, review of program documentation to assure government standards/requirements are adhered to, and for progress in accordance with schedules. Coordinates with the Project Manager and/or Quality Assurance Manager to ensure problem solution and user satisfaction. Makes recommendations, if needed, for approval of major systems installations. Prepares milestone status reports and deliveries/presentations on the system concept to colleagues, subordinates, and end user representatives.

B. Qualifications. A Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline. This position requires a minimum of six years experience, of which at least three years be specialized experience in areas such as the following: analysis and design of business applications on complex systems for large-scale computers, data base management, use of programming languages, and/or DBMS. Knowledge of current storage and retrieval methods and demonstrated ability to formulate specifications for computer programmers to use in coding, testing, and debugging of computer programs. General experience includes increasing responsibilities in assignments of a technical nature. Proven understanding and application of government documentation standards. Proven ability to work independently or under only general direction on complex application problems involving all phases of systems analysis is required.

1. With a Master's Degree (in the fields described in B above): five years of general experience of which at least two years must be specialized experience is required.
2. With ten years of general experience of which at least eight years must be specialized experience, a degree is not required.

PC106 -- Project Control Specialist

A. Duties. Directs all financial management and administrative activities, such as budgeting, manpower and resource planning, and financial reporting. Performs complex evaluations of existing procedures, processes, techniques, models, and/or systems related to management problems or contractual issues which would require a report and recommend solutions. Develops work breakdown structures, prepare charts, tables, graphs, and diagrams to assist in analyzing problems. Provides daily supervision and direction to staff.

B. Qualifications. A Bachelor's degree in Computer Science, Information Systems, Engineering, Business, Accounting, or other related scientific or technical discipline. This position requires a minimum of six years experience, of which at least three years must be specialized. Specialized experience includes: preparation and analysis of financial statements, development of complex project schedules and similar activities. General experience includes increasing responsibilities in general accounting or management activities. Must demonstrate the ability to work independently or under only general direction.

1. With a Master's Degree (in the fields described in B above): four years of general experience of which at least two years must be specialized experience is required.
2. With ten years of general experience of which at least eight years of specialized experience, a degree is not required.

ADMIN107 -- Administration Specialist

A. Duties. Assists in the preparation of management plans and reports. Coordinates schedules to facilitate completion of proposals, contract deliverables, task order review, briefings/presentations, and In Process Review preparation. Performs analysis, development, and review of program administrative operating procedures.

B. Qualifications. Requires a high school diploma with a minimum of four years project experience, of which at least two years must be specialized in duties similar to those listed above. Works with limited supervision and direction. Required to use judgment and initiative in problem solving.

1. With an Associate's degree in Computer Science, Business. Two years of general experience of which at least one year must be specialized experience.
2. With A Bachelor's degree in any field, will require one year of general experience and one year of specialized experience.

FA108 -- Senior Functional Analyst

A. Duties. Analyze user needs to determine functional and cross-functional requirements. Performs functional allocation to identify required tasks and their interrelationships. Identifies resources required for each task. Provides daily supervision and direction to support staff.

B. Qualifications. A Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other related scientific, technical, or functional discipline. This position requires a minimum of ten years experience, of which at least eight years must be specialized in system functional analysis. Must possess superior functional knowledge of task order specific requirements and have experience in developing functional requirements for complex integrated systems. Must demonstrate the ability to work independently or under only general direction.

1. With a Master's Degree (in the fields described in B above): eight years of general experience of which at least six years must be specialized experience is required.
2. With thirteen years of general experience of which at least eleven years of specialized experience, a degree is not required.

FA109 -- Functional Analyst

A. Duties. Analyze user needs to determine functional and cross-functional requirements. Performs functional allocation to identify required tasks and their interrelationships. Identifies resources required for each task.

B. Qualifications. A Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other related scientific, functional or technical discipline. This position requires a minimum of six years experience, of which at least three years must be specialized. Specialized experience includes: developing functional

requirements for complex integrated systems. Must demonstrate the ability to work independently or under only general direction.

1. With a Master's Degree (in the fields described in B above): four years of general experience of which at least two at least years must be specialized experience is required.
2. With ten years of general experience of which at least eight years must be specialized experience, a degree is not required.

SAR110 -- Principal Systems Architect

A. Duties. Establishes system information requirements using analysis of the information engineer(s) in the development of enterprise-wide or large scale information systems. Designs architecture to include the software, hardware, and communications to support the total requirements as well as provide for present and future cross-functional requirements and interfaces. As appropriate, ensures these systems are compatible and in compliance with the standards for open systems architectures, the Open Systems Interconnection (OSI) and International Standards Organization (ISO) reference models, and profiles of standards - such as Institute of Electrical and Electronic Engineers (IEEE) Open Systems Environment (OSE) reference model - as they apply to the implementation and specification of Information Management (IM) solution of the application platform, across the application program interface (API), and the external environment/software application. Evaluates analytically and systematically problems of work flows, organization, and planning and develops appropriate corrective action. Provides daily supervision and direction to staff.

B. Qualifications. A Master's degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline. This position requires a minimum of ten years experience, of which at least seven years must be specialized. Specialized experience includes: supervision of system architects, use of structured analysis, design methodologies and design tools (such as IDEF 1x, entity relationship diagrams, and other design techniques), object oriented principles, and experience with the logical and physical functional, operational, and technical architecture of large and complex information systems. General experience includes increasing responsibilities in systems engineering.

1. With a Ph.D. (in the fields described in B above): eight years of general experience is required of which at least six years must be specialized experience.
2. With A Bachelors degree in Computer Science, Information Systems, Engineering, or other related scientific or technical discipline and 12 years general experience of which at least nine years must be specialized experience, a Masters degree is not required.

SAR111 -- Systems Architect

A. Duties. Establishes system information requirements using analysis of the information engineer(s) in the development of enterprise-wide or large scale information systems. Designs architecture to include the software, hardware, and communications to support the total requirements as well as provide for present and future cross-functional requirements and interfaces. As appropriate, ensures these systems are compatible and in compliance with the standards for open systems architectures, the Open Systems Interconnection (OSI) and International Standards Organization (ISO) reference models, and profiles of standards - such as Institute of Electrical and Electronic Engineers (IEEE) Open Systems Environment (OSE) reference model - as they apply to the implementation and specification of Information Management (IM) solution of the application platform, across the application program interface (API), and the external environment/software application. Evaluates analytically and systematically problems of work flows, organization, and planning and develops appropriate corrective action. Provides daily supervision and direction to staff.

B. Qualifications. A Master's degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline. This position requires a minimum of 6 years experience, of which at least 4 years must be specialized. Specialized experience includes: supervision of system architects, use of structured analysis, design methodologies and design tools (such as IDEF 1x, entity relationship diagrams, and other design techniques), object oriented principles, and experience with the logical and physical functional, operational, and technical architecture of large and complex information systems. General experience includes increasing responsibilities in systems engineering.

1. With a Ph.D. (in the fields described in B above): 2 years of general experience is required of which at least six years must be specialized experience.
2. With A Bachelors degree in Computer Science, Information Systems, Engineering, or other related scientific or technical discipline and 6 years general experience of which at least nine years must be specialized experience, a Masters degree is not required.

IE112 -- Principal Information Engineer

A. Duties. Applies an enterprise-wide set of disciplines for the planning, analysis, design and construction of information systems on an enterprise-wide basis or across a major sector of the enterprise. Develops analytical and computational techniques and methodology for problem solutions. Performs enterprise wide strategic systems planning, business information planning, business and analysis. Performs process and data modeling in support of the planning and analysis efforts using both manual and automated tools; such as Integrated Computer-Aided Software Engineering (I-CASE) tools. Applies reverse engineering and re-engineering disciplines to develop migration strategic and planning documents. Has experience with such methodologies as IDEF 0 process modeling and IDEF 1X data modeling. Provides technical guidance in software engineering techniques and automated support tools.

B. Qualifications. A Master of Sciences degree in Computer Science, Information Systems, Engineering, or other related scientific or technical discipline. This position requires a minimum of ten years experience in information systems development, functional and data requirements analysis, systems analysis and design, programming, program design and documentation preparation. Of the ten years general experience, a minimum of seven years specialized experience is required in the following: demonstrated experience in managing the implementation of information engineering projects and experience in systems analysis, design and programming. Demonstrated experience in the client/server environment. Proven managerial and supervisory skills. Demonstrated exceptional written and oral communications skills, including giving formal presentations to different audiences. Must demonstrate the ability to work independently or under only general direction.

1. With a Ph.D. (in the fields described in B above): eight years of general experience is required of which at least six years must be specialized experience is required.
2. With a Bachelor's degree in Computer Science, Information Systems, Engineering, or other related scientific or technical discipline and 12 years general experience of which at least nine years must be specialized experience, a Masters degree is not required.

IE113 -- IE Senior Information Engineer

A. Duties. Applies business process improvement practices to re-engineer methodologies/principles and business process modernization projects. Applies, as appropriate, activity and data modeling, transaction flow analysis, internal control and risk analysis and modern business methods and performance measurement techniques. Assists in establishing standards for information systems procedures. Develops and applies organization-wide information models for use in designing and building integrated, shared software and database management systems. Constructs sound, logical business improvement opportunities consistent with corporate information management guiding principles, cost savings, and open system architecture objectives. Provides daily supervision and direction to staff.

B. Qualifications. A Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline. This position requires a minimum of ten years experience, of which at least eight years must be specialized. Specialized experience, in information systems development, functional and data requirements analysis, systems analysis and design, programming, program design and documentation preparation. The following experience is also required: demonstrated experience in the implementation of information engineering projects; systems analysis, design and programming, systems planning, business information planning, and business analysis. Must demonstrate the ability to work independently or under only general direction.

1. With a Master's Degree (in the fields described in B above) eight years general experience of which at least six years must be specialized experience is required.
2. With a Ph.D. (in the fields described in B above) six years of general experience is required of which at least five years must be specialized

3. With thirteen years of general experience of which at least eleven years must be specialized experience, a degree is not required.

SA114 -- Senior Computer Systems Analyst

A. Duties. Provides technical and administrative direction for personnel performing software development tasks, including the review of work products for correctness, adherence to the design concept and to user standards, and for progress in accordance with schedules. Coordinates with appropriate levels to ensure problem solution and user satisfaction. Makes recommendations, if needed, for approval of major systems installations. Prepares milestone status reports and deliveries/presentations on the system concept to colleagues, subordinates, and end user representatives. When required, provides daily supervision and direction to support staff.

B. Qualifications. A Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline. This position requires a minimum of ten years experience, of which at least eight years must be specialized. Specialized experience includes: analysis and design of business applications on complex systems for large-scale computers, data base management, use of programming languages, and/or DBMS. Knowledge of current storage and retrieval methods and demonstrated ability to formulate specifications for computer programmers to use in coding, testing, and debugging of computer programs. General experience includes increasing responsibilities in assignments of a technical nature. Proven ability to work independently or under only general direction on complex application problems involving all phases of systems analysis is required.

1. With a Master's Degree (in the fields described in B above): eight years general experience of which at least six years must be specialized experiences required.
2. With a Ph.D. (in the fields described in B above) a minimum six years of general experience is required of which at least five years must be specialized
3. With thirteen years of general experience of which at least eleven years must be specialized experience, a degree is not required.

SA115 -- Computer Systems Analyst

A. Duties. Analyzes and develops computer software possessing a wide range of capabilities, including numerous engineering, business, and records management functions. Develops plans for automated information systems from project inception to conclusion. Analyzes user interfaces, maintain hardware and software performance tuning, analyze workload and computer usage, maintain interfaces with outside systems, analyze downtimes, analyze proposed system modifications, upgrades and new COTS. Analyzes the problem and the information to be processed. Defines the problem, and develops system requirements and program specifications, from which programmers prepare detailed flow charts, programs, and tests. Coordinates closely with programmers to ensure proper implementation of program and system specifications. Develops, in conjunction with functional users, system alternative solutions.

B. Qualifications. A Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline. This position requires a minimum of six years experience, of which at least four years must be specialized. Specialized experience includes: analysis and design of business applications on complex systems for large-scale computers, including three years experience in data base management concepts, use of programming languages, and/or DBMS. Knowledge of appropriate storage and retrieval methods, one year of systems analysis experience designing technical applications on computer systems and demonstrated ability to formulate specifications for computer programmers to use in coding, testing, and debugging of computer programs. General experience includes increasing responsibilities in information systems design and management. Must demonstrate the ability to work independently or under only general direction on requirements that are moderately complex to analyze, plan, program, and implement.

1. With a Master's Degree (in the fields described in B above): four years general experience of which at least three years must be specialized experience is required.
2. With ten years of general experience of which at least eight years must be specialized experience, a degree is not required.

AE116 -- Senior Application Engineer

A. Duties. Analyzes and studies complex system requirements. Designs software tools and subsystems to support software reuse and domain analyses and manages their implementation. Manages software development and support using formal specifications, data flow diagrams, other accepted design techniques and, when appropriate, Computer Aided Software Engineering (CASE) tools. Estimates software development costs and schedule. Reviews existing programs and assists in making refinements, reducing operating time, and improving current techniques. Supervises software configuration management.

B. Qualifications. A Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline. This position requires a minimum of ten years experience managing or performing software engineering activities, of which at least eight years must be specialized. Specialized experience includes: demonstrated experience with programming languages in the design and implementation of systems and using database management systems. General experience includes increasing responsibilities in software engineering activities. Knowledgeable of applicable standards.

1. With a Master's Degree (in the fields described in B above): eight years general experience of which at least six years must be specialized experience is required.
2. With thirteen years of general experience of which at least eleven years must be specialized experience, a degree is not required.

AE117 -- Applications Engineer

A. Duties. Analyzes functional business applications and design specifications for functional activities. Develops block diagrams and logic flow charts. Translates detailed design into computer software. Tests, debugs, and refines the computer software to produce the required product. Prepares required documentation, including both program-level and user-level documentation. Enhances software to reduce operating time or improve efficiency. Provides technical direction to programmers to ensure program deadlines are met.

B. Qualifications. A Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline. This position requires a minimum of six years experience, of which at least four years must be specialized. Specialized experience includes: experience as an applications programmer on data base management systems, knowledge of computer equipment and ability to develop complex software to satisfy design objectives. Demonstrated ability to work independently or under only general direction.

1. With a Master's Degree (in the fields described in B above): four years general experience of which at least three years must be specialized experience is required.
2. With ten years of general experience of which at least eight years must be specialized experience, a degree is not required.

PA118 -- Applications Programmer

A. Duties. Analyzes functional business applications and design specifications for functional activities. Develops block diagrams and logic flow charts. Translates detailed design into computer software. Tests, debugs, and refines the computer software to produce the required product. Prepares required documentation, including both program-level and user-level documentation. Enhances software to reduce operating time or improve efficiency. Provides technical direction to programmers to ensure program deadlines are met.

B. Qualifications. A Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline. This position requires a minimum of five years experience, of which at least three years must be specialized. Specialized experience includes: experience as an applications programmer on data base management systems, knowledge of computer equipment and ability to develop complex software to satisfy design objectives. Demonstrated ability to work independently or under only general direction.

1. With a Master's Degree (in the fields described in B above) four years general experience of which at least two years must be specialized experience is required.
2. With nine years of general experience of which at least seven years must be specialized experience, a degree is not required.

PA119 -- Junior Applications Programmer

A. Duties. Participates in the design of software tools and subsystems to support reuse and domain analysis. Assists Applications Engineer and Applications Programmer to interpret software requirements and design specifications to code, and integrate and test software components.

B. Qualifications. A Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline. This position is for recent college graduates and requires no experience.

1. With an Associate's Degree: one year general experience of which at least six months must be specialized experience is required.
2. With two years general experience of which at least one year must be specialized experience, a degree is not required.

DB120 -- Senior Database Management Specialist

A. Duties. Manages the development of data base projects. Plans and budgets staff and data base resources. When necessary, reallocates resources to maximize benefits. Prepares and delivers presentations on data base management systems (DBMS) concepts. Provides daily supervision and direction to support staff.

B. Qualifications. A Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline. This position requires a minimum of ten years experience, of which at least eight years must be specialized. Specialized experience includes: demonstrated experience with data base design and system analysis, current operating systems software internals and data manipulation languages. General experience includes increasing responsibilities in the development and maintenance of data base systems.

1. With a Master's Degree (in the fields described in B above): eight years general experience of which at least six years must be specialized experience is required.
2. With thirteen years of general experience of which at least eleven years must be specialized experience, a degree is not required.

DB121 -- Database Management Specialist

A. Duties. Provides highly technical expertise in the use of DBMS. Evaluates and recommends available DBMS products to support validated user requirements. Defines file organization, indexing methods, and security procedures for specific user applications.

B. Qualifications. A Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline. This position requires a minimum of six years experience, of which at least four years must be specialized. Specialized experience includes: demonstrated experience using current DBMS's technologies, application design utilizing various DBMS and experience with DBMS internals. General experience includes increasing responsibilities in DBMS systems analysis and programming. Demonstrated ability to work independently or under only general direction.

1. With a Master's Degree (in the fields described in B above): four years general experience of which at least three years must be specialized experience is required.
2. With ten years of general experience of which at least eight years must be specialized experience, a degree is not required.

DC122 -- Data Entry Clerk

A. Duties. Performs data entry via on-line data terminal, key-to-tape, key-to-disk, or similar device. Verifies data entered, where applicable.

B. Qualifications. Requires a high school diploma and one year experience in data entry and verification. Typically required to Works under close supervision and direction.

1. An Associate of Arts (AA) degree in Computer Science or related study will be considered equivalent to one half (½) year of general experience. Formal specialized training may be substituted on the basis of one month of training for one month of experience, not to exceed three months.

OM123 -- Computer Operations Manager

A. Duties. Manages computer operations. Ensures production schedules are met. Ensures computer system resources are used effectively. Coordinates the resolution of production-related problems. Ensures proper relationships are established between customers, teaming partners, and vendors to facilitate the delivery of information technology services. Provides users with computer output. Supervises staff operators.

B. Qualifications. A Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline. This position requires a minimum of seven years experience, of which at least five years must be specialized. Specialized experience includes: supervision and operations experience on a large-scale computer system, knowledge of hardware, software and operating systems. General experience includes operations experience on a large-scale computer system or a multi-server local area network.

1. With a Master's Degree (in the fields described in B above): five years general experience of which at least three years must be specialized experience is required.
2. With ten years of general experience of which at least eight years must be specialized experience, a degree is not required.

SA124 -- System Administrator

A. Duties. Supervises and manages the daily activities of configuration and operation of business systems which may be mainframe, mini, or client/server based. Optimizes system operation and resource utilization, and performs system capacity analysis and planning. Provides assistance to users in accessing and using business systems.

B. Qualifications. A Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline. This position requires a minimum of four years experience, of which at least three years must be specialized experience in administrating computer systems. General experience includes operations experience on a large-scale computer system or a multi-server local area network.

1. With a Master's Degree (in the fields described in B above): three years general experience of which at least two years must be specialized experience is required.
2. With eight years general experience of which six years is specialized, a degree is not required.

SO125 -- System Operator

A. Duties. Monitors and supports computer processing. Coordinates input, output, and file media. Distributes output and controls computer operation which may be mainframe, mini, or client/server based.

B. Qualifications. An Associate's Degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline is required. This position requires a minimum of three years experience, of which at least two years must be specialized experience operating a large-scale computer system or a multi-server local area network. Must demonstrate sufficient knowledge of programming to understand how programs use computer hardware.

1. With a Bachelor's Degree (in the fields described in B above): two years general experience of which at least one year must be specialized experience is required.
2. With seven years general experience of which at least five years is specialized, a degree is not required.

TS126 -- Senior Training Specialist

A. Duties. Conducts the research necessary to develop and revise training courses and prepares appropriate training catalogs. Develops all instructor materials (course outline, background material, and training aids). Develops all student materials (course manuals, workbooks, handouts, completion certificates, and course critique forms). Trains personnel by conducting formal classroom courses, workshops, seminars, and/or computer based/computer aided training. Provides daily supervision and direction to staff.

B. Qualifications. A BA or BS degree in any field. This position requires a minimum of seven years experience, of which at least five years must be specialized. Specialized experience includes: experience in developing and providing technical and end-user training on computer hardware and application software. Demonstrated ability to communicate orally and in writing. Demonstrated ability to work independently or under only general direction.

1. With a Master's Degree: six years general experience of which at least four years must be specialized experience is required. With a Ph.D.: four years general experience of which at least three years must be specialized is required.
2. With ten years general experience of which at least eight years is specialized, a degree is not required.

TS127 -- Training Specialist

A. Duties. Conducts the research necessary to develop and revise training courses. Develops and revises these courses and prepares appropriate training catalogs. Prepares instructor materials (course outline, background material, and training aids). Prepares student materials (course manuals, workbooks, handouts, completion certificates, and course critique forms). Trains personnel by conducting formal classroom courses, workshops and seminars.

B. Qualifications. A BA or BS degree in any field. This position requires a minimum of four years experience, of which at least two years must be specialized. Specialized experience includes: experience in developing and providing technical and end-user training on computer hardware and application software. General experience includes information systems development, training, or related fields. Demonstrated ability to communicate orally and in writing.

1. With a Master's Degree: two years general experience of which at least one year must be specialized experience is required.
2. With eight years general experience of which six years is specialized, a degree is not required.

HD128 -- Help Desk Manager

A. Duties. Provides daily supervision and direction to staff who are responsible for phone and in-person support to users in the areas of e-mail, directories, standard Windows desktop applications, and applications developed or deployed under this contract. These personnel serve as the first point of contact for troubleshooting hardware/software PC and printer problems.

B. Qualifications. A Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline. This position requires a minimum of seven years experience, of which at least five years must be specialized. Specialized experience includes: management of help desks in a multi-server environment, comprehensive knowledge of PC operating systems, e.g., DOS, Windows, as well as networking and mail standards and supervision of help desk employees. General experience includes information systems development, network and other work in the client/server field, or related fields. Demonstrated ability to communicate orally and in writing and a positive customer service attitude.

1. With a Master's Degree (in the fields described in B above): five years general experience of which at least three years must be specialized experience is required.
2. With ten years general experience of which at least eight years is specialized, a degree is not required.

HD129 -- Help Desk Specialist

A. Duties. Provides phone and in-person support to users in the areas of e-mail, directories, standard Windows desktop applications, and applications developed under this contract or predecessors. Serves as the initial point of contact for troubleshooting hardware/software PC and printer problems.

B. Qualifications. An Associate's Degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline is required. This position requires a minimum of five years experience, of which at least three years must be specialized. Specialized experience includes: knowledge of PC operating systems, e.g., DOS, Windows, as well as networking and mail standards and work on a help desk. General experience includes information systems development and other work in the client/server field, or related fields. Demonstrated ability to communicate orally and in writing and a positive customer service attitude.

1. With a Bachelor's Degree (in the fields described in B above): four years general experience of which at least two years must be specialized experience is required.
2. With eight years general experience of which at least six years is specialized, a degree is not required.

HS130 -- Hardware Specialist

A. Duties. Reviews computer systems in terms of machine capabilities and man-machine interface. Prepares reports and studies concerning hardware. Prepares functional requirements and specifications for hardware acquisitions. Ensures that problems have been properly identified and solutions will satisfy the user's requirements.

B. Qualifications. An Associate's Degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline is required. This position requires a minimum of six years experience, of which at least four years must be specialized. Specialized experience includes: system analysis and evaluation of hardware capabilities and configurations. General experience includes increasing responsibilities with systems, including systems analysis and programming. Must demonstrate the ability to work independently or under only general direction.

1. With a Bachelor's Degree (in the fields described in B above): four years general experience of which at least two years must be specialized experience is required.
2. With nine years general experience of which at least seven years is specialized, a degree is not required.

HS131 -- Senior Hardware Installation Technician

A. Duties. Organizes and directs hardware installations on site surveys. Assesses and documents current site network configuration and user requirements. Designs and optimizes network topologies. Analyzes and develops new hardware requirements and prepares specifications for hardware acquisitions. Directs and leads preparation of engineering plans and site installation Technical Design Packages. Develops hardware installation schedules. Mobilizes installation team. Directs and leads preparation of drawings documenting configuration changes at each site. Prepares site installation and test reports. Coordinates post installation operations and maintenance support.

B. Qualifications. Minimum education requirement is a high school diploma. This position requires a minimum of eight years experience of which at least six years must be specialized. Specialized experience includes: supervision of installation technicians, analysis, design, and installation of computer based systems; analysis, design, and installation of local area nets; and analysis and installation of communication systems. General experience includes increasing responsibilities in technical management.

1. With an Associate's Degree: seven years general experience of which at least five years must be specialized experience is required.
2. With a Bachelor's Degree: six years general experience of which at least three years must be specialized experience is required.

NT132 -- Network Draftsman

A. Duties. Develops engineering drawings, using computer based drawing packages such as Aptitude. Develops engineering drawings for site plans, network configuration and design.

B. Qualifications. Minimum education requirement is a high school diploma. This position requires a minimum of seven years drafting experience, of which four years specialized experience shall be in drafting of specialized interconnects drawings, site plans, and mechanical parts typical of network installations. Must demonstrate the ability to work independently or under only general supervision.

1. With an Associate's Degree: six years general experience of which at least three years must be specialized experience is required.
2. With a Bachelor's Degree: five years general experience of which at least two years specialized experience is required.

NT133 -- Communications Network Manager

A. Duties. Evaluates communication hardware and software, troubleshoots LAN/MAN/WAN and other network related problems, provides technical expertise for performance and configuration of networks. Performs general LAN/MAN/WAN administration, provides technical leadership in the integration and test of complex large scale computer integrated networks. Schedules conversions and cutovers. Oversees network control center. Supervises maintenance of systems. Coordinates with all responsible users and sites. Supervises staff.

B. Qualifications. A Bachelor's Degree in Computer Science, Information systems, Engineering, Business, or other related scientific or technical discipline. This position require a minimum of seven years experience of which five years must be specialized. Specialized experience includes protocol analysis, communication network system design and maintenance, knowledge of communication protocols such as TCP/IP, X.25, X.400, X.500. Knowledge of devices such as with bridges, routers and gateways. Specialized experience also includes: supervising the operation and maintenance of communication network systems which may be mainframe, mini, or client/server based. General experience includes all aspects of communication networks planning, installation, and support.

1. With a Master's Degree (in the fields described in B above): five years general experience of which at least three years must be specialized experience is required.
2. With eleven years general experience of which at least nine years is specialized, a degree is not required.

CS134 -- Communications Specialist

A. Duties. Analyzes network characteristics (e.g., traffic, connect time, transmission speeds, packet sizes, and throughput) and recommends procurement, removals, and modifications to network components. Designs and optimizes network topologies and site configurations. Plans installations, transitions, and cutovers of network components and capabilities. Coordinates requirements with users and suppliers.

B. Qualifications. A Bachelor's degree (in the fields described in this paragraph. This position requires a minimum of six years experience, of which at least four years must be specialized experience in one of the following: communications software, communications hardware or network specialty. General experience includes all aspects of communication networks. Must demonstrate the ability to work independently or under only general direction.

Communications Hardware specialized experience includes: installing, testing, and operating network and computer (host) communications equipment (e.g., switches, modems, controllers, terminals, and multiplexers); using and implementing communications hardware and electrical standards, using communications hardware test and monitoring equipment and analyzing the results.

Communications Software specialized experience includes: developing, testing, installing, and operating network and computer (host) communications software (e.g. access method and protocol software, application interfaces, transaction processors, and emulators); using and implementing communications standards.

Network Specialty specialized experience includes: designing, testing, installing, implementing, and maintaining computer networks; using and implementing network standards, identification and solution of problems, restart/recovery, additions, deletions, and modifications of terminals, hosts, etc., optimization of network costs and performance and implementing accounting and charge back systems.

1. With a Master's Degree (in the fields described in B above): five years general experience of which at least three years must be specialized experience is required.
2. With ten years general experience of which at least eight years is specialized, a degree is not required.

BPR135 -- Principal Business Process Reengineering Specialist

A. Duties. Applies process improvement and reengineering methodologies and principles to conduct process modernization projects. Responsible for effective transitioning of existing project teams, and the facilitation of project teams in the accomplishment of project activities and objectives. Provides group facilitation, interviewing, training, and provides additional forms of knowledge transfer. Key coordinator between multiple project teams to ensure enterprise-wide integration of reengineering efforts. Provides daily supervision and direction to Business Process Reengineering Specialist.

B. Qualifications. A Master's degree in Computer Science, Information Systems, Engineering, Business, Education, Management Sciences, Psychology, Human Resources Development/Management, or other related scientific or technical discipline. This position requires a minimum of ten years experience, of which at least seven years must be specialized. Specialized experience may include: facilitation, training, methodology development and evaluation, process reengineering across all phases, identifying best practices, change management, business management techniques, organizational development, activity and data modeling, or information system development methods and practices and supervision of Business Process Reengineering Specialist.

1. With a Ph.D. (in the fields described in B above): eight years general experience of which at least six years must be specialized experience is required.
2. With a Bachelors degree in Computer Science, Information Systems, Engineering, or other related scientific or technical discipline and 12 years general experience of which at least nine must be specialized experience, a Masters degree is not required.

BPR136 -- Senior Business Process Reengineering Specialist

A. Duties. Applies process improvement and reengineering methodologies and principles to conduct process modernization projects. Duties include activity and data modeling, developing modern business methods, identifying best practices, and creating and assessing performance measurements. Provides group facilitation, interviewing, training, and provides additional forms of knowledge transfer. May be under the supervision and direction of a Principal Business Process Reengineering Specialist or may work independently.

B. Qualifications. A Bachelor's degree in Computer Science, Information Systems, Engineering, Business, Education, Management Sciences, Psychology, Human Resources Development/ Management, or other related scientific or technical discipline. This position requires a minimum of ten years experience, of which at least eight years must be specialized. Specialized experience may include: facilitation, training, methodology development and evaluation, process reengineering across all phases, identifying best practices, change management, business management techniques, organizational development, activity and data modeling, or information system development methods and practices and supervision of Business Process Reengineers.

1. With a Master's Degree (in the fields described in B above): eight years general experience of which at least six years must be specialized experience is required.
2. With a Ph.D. (in the fields described in B above): six years general experience of which at least five years must be specialized experience is required.
3. With thirteen years general experience of which at least eleven years is specialized, a degree is not required.

DS137 -- Documentation Specialist

A. Duties. Gathers, analyzes, and composes technical information. Conducts research and ensures the use of proper technical terminology. Translates technical information into clear, readable documents to be used by technical and non-technical personnel.

B. Qualifications. An Associate's degree (in the fields described in this paragraph) is required. This position requires a minimum of three years experience, of which at least two years must be specialized. Specialized experience includes: preparing technical documentation, which is to include researching for applicable Government and industry documentation standards. General experience includes technical writing and documentation experience pertaining to all aspects of . Demonstrated ability to work independently or under only general direction.

1. With a Bachelor's Degree (in the fields described in B above): two years general experience of which at least one year must be specialized experience is required.
2. With six years general experience of which at least four years is specialized, a degree is not required.

TW138 --Technical Writer/Editor

A. Duties. Assists in collecting and organizing information required for preparation of user's manuals, training materials, installation guides, proposals, and reports. Edits functional descriptions, system specifications, user's manuals, special reports, or any other customer deliverables and documents.

B. Qualifications. A Bachelor's degree in English, Literature, or other related discipline. This position requires a minimum of three years experience, of which at least one year must be specialized. Specialized experience includes: demonstrated experience in editing documents, including technical documents. Demonstrated ability to work independently or under only general direction.

1. With a Master's Degree (in the fields described in B above): two years general experience of which at least one year must be specialized experience is required.
2. With seven years general experience of which at least five years is specialized, a degree is not required.

CSS139 -- Senior Computer Security Systems Specialist

A. Duties. Analyzes and defines security requirements. Designs, develops, engineers, and implements solutions computer security requirements. Gathers and organizes technical information about an organization's mission goals and needs, existing security products, and ongoing programs in the computer security arena. Performs risk analyses which also includes risk assessment. Provides daily supervision and direction to staff.

B. Qualifications. Must have a Bachelor's degree in Electrical Engineering, Information Science, Information Systems, Computer Science, Physics, Math, or other related scientific or technical discipline. This position requires a minimum of ten years experience, of which at least eight years must be specialized experience in defining computer security requirements for high level applications, evaluation of approved security product capabilities and resolution of computer security problems.

1. With a Master's Degree (in the fields described in B above): eight years general experience of which at least seven years must be specialized experience is required.
2. With a Ph.D. six years general experience of which at least five years must be specialized experience is required.
3. With thirteen years general experience of which at least eleven years is specialized, a degree is not required.

CSS140 -- Computer Security Systems Specialist

A. Duties. Analyzes and defines security requirements. Designs, develops, engineers, and implements solutions to computer security requirements. Gathers and organizes technical information about an organization's mission goals and needs, existing security products, and ongoing programs in the computer security arena. Performs risk analyses which also includes risk assessment.

B. Qualifications. Must have a Bachelor's degree in Electrical Engineering, Information Science, Information Systems, Computer Science, Physics, Math, or other related scientific or technical discipline. This position requires a minimum of eight years experience, of which at least six years must be specialized experience in defining computer security requirements for high level applications, evaluation of approved security product capabilities, and developing solutions computer security problems.

1. With a Master's Degree (in the fields described in B above) seven years general experience of which at least five years must be specialized experience is required.
2. With twelve years general experience of which at least ten years is specialized, a degree is not required.

GS141 -- Administrative Support and Graphics Specialist

A. Duties. Directly supports Program Manager or Project Manager by maintaining personnel and other files; prepares correspondence, schedules and coordinates travel. Assists in the preparation of presentation graphics and supports the development of contract deliverables and reports by developing and updating graphic presentations to improve the quality and enhance the usability of these documents. Responsible for integrating the graphics generated with automated tools and the deliverable documents.

B. Qualifications. Requires a high school diploma and a minimum of two years experience in office administration and developing graphic/artistic presentations for publications and documents (preferably technical documentation). At minimum, one year of specialized experience using commercial automated word processing, graphics systems, and desktop publishing systems. Demonstrated ability to work independently or under only general direction.

1. With an Associate's Degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline: one year general experience of which at least one year is specialized experience is required.

PA142 -- Student Application Programmer

A. Duties. Assists with the analysis of information requirements. Aids in the evaluation of problems with workflow, organization, and planning and helps develop appropriate corrective action.

B. Qualifications. Currently enrolled as a student at a university or college and majoring in Computer Science, Information Systems, Engineering, Business, or other related discipline.

CAR143 -- Learning Architect

A. Duties. Conducts needs analyses and recommends realistically deployable learning solutions *in an Information Technology (IT) environment*. Creates strategic direction for the analysis, design, development, implementation, and evaluation of solutions for learning. Develops mechanisms for deployment. Maintains and revises solutions as needed. Develops learning architectures for roles by determining what learning assets contribute to development in a role, sequencing the assets, and mapping the assets to a timeline. Establishes and maintains relationships with external training service vendors.

Utilizes desktop tools and multimedia design tools to develop learning solutions. My use electronic employee development tools and systems. Provides consulting services to line managers. Leverages the knowledge of subject matter experts. Directs activities of instructional designers. Assesses needs of internal customers, provides recommendations based on applicable knowledge, best practices, and develops appropriate solutions. Crafts solutions that align with the organization's strategic direction and tactical needs. Typical outputs/deliverables: learning architectures, learning program outlines.

B. Qualifications. Bachelor's degree from an accredited college or university with a major field of study that provides substantial knowledge relevant to the task orders. Two years intensive or progressive experience. Demonstrated experience of analysis, design, development, implementation and evaluation of solutions for learning.

1. Master's degree may be substituted for experience requirement.

ID144 -- Instructional Designer

A. Duties. Designs and develops leader-led and/or self-paced instructional programs and materials *in an Information Technology (IT) environment*. Applies instructional systems design (ISD) theories and adjust learning principles. Conducts evaluations and revises programs and materials based on feedback. Utilizes desktop tools and multi-media design tools to develop learning solutions. Leverages the knowledge of subject matter experts. Assesses customer needs, provides recommendations, and develops solutions. Understands how training interventions fit within a business solution. Typical outputs/deliverables: paper based training materials, multi-media training materials.

B. Qualifications. Bachelor's degree from an accredited college or university with a curriculum or major field of study that provides substantial knowledge useful in course development, training development/instructional design and/or an applicable training certificate from an accredited training institution. Two years intensive or progressive experience in design, development of instructional programs. Experience utilizing instructional systems design (ISD) theories.

1. A Master's Degree may be substituted for experience requirement.

2. With five years of experience, a degree is not required.

TT145 -- Technical Trainer Sr.

A. Duties. Maintain currency in and is expected to function as an expert in an *Information Technology (IT) specialty such as applications programming, database development, software engineering, client/server networks, etc.* Integrates *information systems* technical experience with training skills to provide complex current and relevant course materials and facilitation. Conducts research necessary to develop and revise comprehensive courses and prepares appropriate training catalogs and materials. Prepares all training material (course outline, background material, and training aids). Prepares all student material (course manuals, workbooks, handouts, exercises, completion certificates and course critique forms. Provides support including but not limited to trains the trainer, conducts formal classroom training courses, course facilitation, on-line facilitation, CBT's, web-based instruction, workshops, exercises, and seminars. Provides daily supervision and direction to staff. Demonstrates excellent interpersonal written and oral communication skills. Responsible for both the development of training materials and the delivery of training.

B. Qualifications. Bachelor's degree from an accredited college or university in education, training or related field of study that provides substantial knowledge in the area of technical expertise. Five years experience of which a minimum of 2 years must be specialized in the delivery of training instruction and services.

1. With a Master's Degree (in the fields described above): three years of experience is required.
2. With a Ph.D. (in the fields described above) one year of experience is required.
3. With eight years of experience, a degree is not required.

TT146 -- Technical Trainer

A. Duties. Maintain currency in and will be expected to function as an expert in an *Information Technology (IT)* specialty such as *such as applications programming, database development, software engineering, client/server networks, etc.* Integrates *information systems* technical experience with training skills to provide current and relevant course materials and facilitation. Responsible for delivering Technical Training. May train personnel by utilizing various forums, such as formal classroom training courses, course facilitation, on-line facilitation, CBTs, web-based instruction, workshops, exercises, and seminars. Prepares all training material, such as but not limited to course outlines, course manuals, background materials, workbooks, handouts, completion certificates, course assessment forms, and training aids.

B. Qualifications. Bachelor's degree from an accredited college or university in education, training or related field of study which provides substantial knowledge in the area of technical expertise or high school graduate plus four years specialized experience. Two years task related experience.

1. With four years of experience a degree is not required.

WA147 -- Web Architect

A. Duties. Designs and builds web sites in support of Information Technology (IT) projects using a variety of graphics software applications, techniques, and tools. Designs and develops user interface features, site animation, and special effects elements. Contributes to the design group's efforts to enhance the look and feel of the organization's on-line offerings and is considered an expert in graphic design elements and the presentation of contents Designs the website to support the organization's strategies and goals relative to external communications. Typically requires a college degree in fine arts or graphic design. Requires understanding of web-based technologies and thorough knowledge of HTML, Photoshop, Illustrator, and/or other design related applications.

B. Qualifications. Bachelor's Degree from an accredited college or university in fine arts, graphic design, computer science, mathematics, or engineering or a mathematics-intensive discipline, or an applicable training certificate from an accredited institution. Five years of intensive and progressive experience in a computer related field including development and design of software systems and WEB development.

1. With a Master's Degree (in the fields described above): three years of experience is required.
2. With eight years of experience, a degree is not required.

WD148 -- Web Designer

A. Duties. Designs, develops, troubleshoots, debugs, and implements software code (such as HTML, CGI, and Javascript) for components of the website in support of Information Technology (IT) projects. Works with graphic designers and other members of a project team to develop the site concept, interface design, and architecture of the website. Responsible for interface implementation. Requires strong navigation and site design instincts. Knowledgeable in web development methodology to include CM and testing. Typically requires a college degree in computer science or a related field, and developmental experience in web-based languages.

B. Qualifications. Bachelor's Degree from an accredited college or university in computer science, mathematics, or engineering or a mathematics-intensive discipline, or an applicable training certificate from an accredited institution. Two years of intensive and progressive experience in a computer related field including development and design of software systems and WEB development.

1. With five years of experience, a degree is not required.

DC149 -- Data Communication Manager

A. Duties. Manages a team of data communications technicians and analysts who maintain and support data and video communication systems in an *Information Technology (IT) client/server environment, such as firewalls, modems, bridge, routers, gateways and communication servers*, within the organization. Identifies issues and appropriate courses of action. Researches and oversees implementation of new technologies. Familiar with a variety of the field's concepts, practices, and procedures. Relies on extensive experience and judgment to plan and accomplish goals. Performs a variety of tasks. Leads and directs the work of others. A wide degree of creativity and latitude is expected. Typically reports to a head of a unit/department.

B. Qualifications. High school graduate with applicable training certificate from an accredited training institution. Requires 10 years experience in software/hardware LAN and WAN network design and analysis.

VC150 -- Voice Communication Manager

A. Duties. Manages a team of voice communications technicians and analysts who maintain and support voice communication systems in an *Information Technology (IT) environment within the organization, such as Automated Call Distribution (ACD), Call Management Systems (CMS), and Voice Mail, PBX, CBX*. Identifies issues and appropriate courses of action. Researches and oversees implementation of new technologies. Familiar with a variety of the field's concepts, practices, and procedures. Relies on extensive experience and judgment to plan and accomplish goals. Performs a variety of tasks. Leads and directs the work of others. *Requires a knowledge of communication protocols and hardware (e.g. Lucent, Siemens, Nortel)*. A wide degree of creativity and latitude is expected. Typically reports to a head of a unit/department.

B. Qualifications. High school graduate with applicable training certificate from an accredited training institution. Requires 10 years experience in software/hardware voice network design and analysis usually in a telephone operating company.

DC150 -- Communication Analyst (Senior)

A. Duties. Oversees a team of communications analysts. Reviews, analyzes, evaluates and maintains an organization's communications system in an *Information Technology (IT) environment, such as client-server or multi-switch*. Designs, develops, and tests of communications software solutions. Provides customer training of the communications features and functionality. Familiar with a variety of the field's concepts, practices, and procedures. Relies on experience and judgment to plan and accomplish goals. Performs a variety of complicated tasks. May lead and direct the work of others. Typically reports to a communications manager. A wide degree of creativity and latitude is expected.

B. Qualifications. High school graduate with applicable training certificate from an accredited training institution. Requires 7 years experience in telecommunications/communications, with strong emphasis in network design, traffic engineering, equipment vendors, and carriers.

DC151 -- Communication Analyst (Intermediate)

A. Duties. Under general direction, assists in the review, analysis, evaluation and maintenance of an organization's communications systems in an *Information Technology (IT) environment, such as client-server or multi-switch*. Assists in the design, development, and test communications software solutions. May provide customer training of the communications features and functionality. Familiar with a variety of the field's concepts, practices, and procedures. Relies on experience and judgment to plan and accomplish goals. Performs a variety of complicated tasks. Typically reports to a Communications Analyst (Senior). A wide degree of creativity and latitude is expected.

B. Qualifications. High school graduate with applicable training certificate from an accredited training institution. Requires 3 years experience in telecommunications/communications, with strong emphasis in network design, traffic engineering, equipment vendors, and carriers.

DC152 -- Communications Installer (Senior)

A. Duties. Oversees a team of communications installers in an *Information Technology (IT) environment*. Installs, troubleshoots, repairs and maintains communications equipment. Provides reports, completes requests for new service, determines methodology for installing telephone service, determines appropriateness of moderate equipment changes or modifications, call switches, test trunks, test links and installs communication circuits. Familiar with a variety of the field's concepts, practices, and procedures. Relies on experience and judgment to plan and accomplish goals. Performs a variety of complicated tasks. May lead and direct the work of others. Typically reports to a communications manager. A wide degree of creativity and latitude is expected.

B. Qualifications. High school graduate or equivalent. Five years of experience in installing, modifying, and troubleshooting communications media and applicable certificate(s).

DC153 -- Communications Installer (Intermediate)

A. Duties. Installs, troubleshoots, repairs and maintains communications equipment in an *Information Technology (IT) environment*. Provides reports, completes requests for new service, determines methodology for installing telephone service, determines appropriateness of moderate equipment changes or modifications, call switches, test trunks, test links and installs communication circuits. Familiar with standard concepts, practices, and procedures within a particular field. Relies on limited experience and judgment to plan and accomplish goals. Performs a variety of tasks. Works under general supervision; typically reports to a project leader or manager. A certain degree of creativity and latitude is required.

B. Qualifications. High school graduate or equivalent. Three years of experience in installing, modifying, and troubleshooting communications media and applicable certificate(s).

DC154 -- Communications Installer (Associate)

A. Duties. Installs, troubleshoots, repairs and maintains communications equipment in an *Information Technology (IT) environment*. Provides reports, completes requests for new service, determines methodology for installing telephone service, determines appropriateness of moderate equipment changes or modifications, call switches, test trunks, test links and installs communication circuits. Has knowledge of commonly used concepts, practices, and procedures within a particular field. Relies on instructions and pre-established guidelines to perform the functions of the job. Works under immediate supervision. Primary job functions do not typically require exercising independent judgment. Typically reports to a project leader or manager.

B. Qualifications. High school graduate or equivalent. One year of experience in installing, modifying, and troubleshooting communications media and applicable certificate(s).

SE155 -- Software Engineer I

A. Duties: Assist in the design and code of software product components, units and modules according to contract specifications. Participates in analysis and development of test plans. Tests assigned components and units. Provides test results and recommends corrections to senior developers.

B. Qualifications: Zero (0) years of experience. Entry level position. Requires practical knowledge of one or more platforms and operating systems, and of programming languages such as C and C++. Typically requires knowledge of one or more systems architectures such as client/server and distributed processing.

1. Bachelor's Degree. Three (3) years of applicable experience may be substituted for a degree.

SE156 -- Software Engineer II

A. Duties: Assists in design and coding of software products. Prepares comprehensive test plans. Conduct tests, identifies and debugs relatively simple problems. Provides test results and recommends more complex corrections to senior developers. Codes enhancements and supports features. Participates in writing product and user documentation.

B. **Qualifications:** Two (2) years experience. Software development experience. Requires extensive knowledge of one or more platforms and operating systems, and of programming languages such as C and C++. Typically requires knowledge of one or more systems architectures such as client/server and distributed processing.

1. Bachelor's Degree. Three (3) years of applicable experience may be substituted for a degree.

SE157 -- Software Engineer III

A. **Duties:** Designs and codes software components, units, and modules that meet product specification and development schedules. Tests and debugs assigned components and units. Participates in large systems and subsystem planning. Adheres to product build and release schedules and strategies. Acts as a technical resource for lower-level developers.

B. **Qualifications:** Four (4) years experience. Software development experience. Requires comprehensive knowledge of one or more platforms and operating systems, and of programming languages such as C and C++. Typically requires knowledge of one or more systems architectures such as client/server and distributed processing. Bachelor's Degree. Three (3) years of applicable experience may be substituted for a degree.

PM158 -- Project Analyst I

A. **Duties:** Assists in IT project tracking and reporting. Supports IRM requirements of program assessments with functional area expertise. Maintains project data in spreadsheet and DBMS applications.

B. **Qualifications:** Two (2) years experience. Requires practical experience using broad range of COTS applications, including operation and maintenance of COTS database management system (DBMS) applications to maintain project plans and prepare project deliverables.

Bachelor's Degree. Three (3) years of applicable experience may be substituted for a degree.

USS159 -- User Services Specialist I

A. **Duties:** Provides technical assistance to system users. Responses to users' requests for assistance by phone and in person. May staff a help desk or information center. Installs and modifies computer hardware and software.

B. **Qualifications:** Zero (0) years of experience. Requires knowledge of the employers (or clients) computer equipment and software.

Bachelor's Degree. Three (3) years of applicable experience may be substituted for a degree.

USS160 -- User Services Specialist II

A. **Duties:** Responds to user requests for assistance by phone and in person. Installs and modifies computer hardware and software. Diagnoses hardware, software, and operator problems and recommends remedial actions or procedural changes. May load and configure software such as operating systems and environments and application. Provides technical assistance and training to system users.

B. **Qualifications:** Two (2) years experience. Requires extensive knowledge of employers (or clients) computer equipment, software, and application processes. Requires experience in providing technical assistance and on-the-job training. Generally requires extensive knowledge of one or more operating systems and environments.

Bachelor's Degree. Three (3) years of applicable experience may be substituted for a degree.

USS161 -- User Services Specialist III

A. **Duties:** Evaluates, tests, installs, and modifies networked and single user computer and workstation systems and applications. Evaluates and tests application software packages to determine compatibility with existing systems, ease of use and maintenance, and suitability for organization's overall needs and requirements. Develops and validates user documentation. Enters commands into computer or network to place new programs in production status and upgrade existing programs. Serves as a team leader to technical advisor to lower-level user services specialists.

B. **Qualifications:** Eight (8) years experience. Requires expert knowledge of employers (or clients) computer equipment, software, and application processes. Requires experience in developing training materials, providing

classroom instructions, or providing on-the-job training. Requires expert knowledge of applications and operating systems that support major business systems running on computers or workstations.

1. Bachelor's Degree. Three (3) years of applicable experience may be substituted for a degree.

NT162 -- Computer System Installation Specialist

A. Duties: Performs IT material management, including install planning, provisioning requirements determination, acquisition, distribution, accountability, and issue for consumption, retention or disposal. Determines current and future equipment requirements to meet customer needs. Reviews and analyses schedules to ensure readiness and availability of equipment for installation.

B. Qualifications: Eleven (11) years experience. Requires extensive knowledge of computer equipment inventory, control quality assurance, and logistics processes. Requires extensive understanding of computer acquisition processes, automated records and databases, equipment substitution criteria, and issue and disposal processes. Bachelor's Degree. Three (3) years of applicable experience may be substituted for a degree.

IE163 -- Lead Technical Installation Engineer

A. Duties: Supervise all technicians and installers (contractor and vendor) for the specific systems to be installed. Establish detailed schedules by subsystem for use by all levels of personnel in order to achieve maximum efficiency. Assigns personnel to various functional activities and instructs them where necessary, to enable them to perform their assigned duties. Compiles and maintains various reports related to the progress of the installation.

B. Qualifications: Ten (10) years experience providing day to day supervision of the functional activities associated with High Performance, Mid Range, Workstation, Network (LAN & WAN), Protocols and Operating Systems Installations. Technical expertise shall include system checkout and test, and system tuning. Bachelor's Degree in Science or Engineering. Three (3) years of applicable experience may be substituted for a degree.

NT164 -- Senior Network Engineer

A. Duties: Under minimum supervision design and coordinate the installation and acceptance testing of the system network. Monitor network hardware operations to ensure properly set configuration options. Plans implementation of enhancements and upgrades to the network; performs cost/benefit studies of network configurations and recommends enhancements; directs acquisition, installation, and testing of network hardware; advises network users of hardware requirements, configurations, and limitations; and isolates, resolves, or circumvents network problems.

B. Qualifications: Eight (8) years experience analyzing, identifying and resolving complex network hardware, circuit, and transmission logic problems. Experience in the design, installation and acceptance testing of complex high-speed networks. Applies the principles of assessing and analyzing network transmission application to resolve reported malfunctions.

Bachelor's Degree in Science or Engineering. Three (3) years of applicable experience may be substituted for a degree.

DB165 -- Senior Data Base Specialist

A. Duties: Works under limited supervision in performing difficult and complex software engineering assignments relative to the modification and/or development of software systems. Formulates and develops systems or subsystems architecture, requirements, and design documents. Performs software algorithm development, design, coding, and documentation work of systems. Understands and has implemented WEB technology. Evaluates subcontractor software activities, so as to ensure compliance with software engineering standards.

B. Qualifications: Eight (8) years related experience performing difficult and complex software engineering activities relative to the design and development of existing software and new or existing systems or subsystems. Task leader of complex technical efforts in their specialty. Bachelor's Degree in Science or Engineering.

NT164 -- Network Engineer

A. Duties: Under minimum supervision design and coordinate the installation and acceptance testing of the system network. Monitor network hardware operations to ensure properly set configuration options. Plans implementation of enhancements and upgrades to the network; performs cost/benefit studies of network configurations and recommends enhancements; directs acquisition, installation, and testing of network hardware; advises network users of hardware requirements, configurations, and limitations; and isolates, resolves, or circumvents network problems.

B. Qualifications: Five (5) years experience analyzing, identifying and resolving complex network hardware, circuit, and transmission logic problems. Experience in the design, installation and acceptance testing of complex high-speed networks. Applies the principles of assessing and analyzing network transmission application to resolve reported malfunctions.

Bachelor's Degree in Science or Engineering. Three (3) years of applicable experience may be substituted for a degree.

NT167 -- Senior Technician Assistant

A. Duties: Troubleshoots and repairs particularly complex or troublesome electronic failures independently. Services and calibrates electronic test equipment or control systems, and may suggest design changes or recommend improvements in production methods. Shall perform configuration management, inventory, and receiving tasks associated with all system hardware and software components.

B. Qualifications: Three (3) years related experience in building and performing tests on electronic systems components to determine operability, troubleshooting malfunctioning circuits, and making required repairs. Must be familiar with principals of performing complex tasks using standard and nonstandard equipment and techniques.

High School Degree.

NT168 -- Technician Assistant

A. Duties: Under limited supervision, inspects tests and troubleshoots electronic systems. Makes repairs requiring standard techniques, may make repairs using nonstandard techniques, may service calibrate electronic test equipment or control systems, and maintains logs and reports as required.

B. Qualifications: One (1) year of related experience in performing tests on electronic systems components to determine operability, troubleshooting malfunctioning circuits and making required repairs. Must be familiar with performing standard and moderately complex tasks using standard electronic test equipment.

High School Degree.

FA169 -- Principal Industry/Functional Area Expert

A. Duties: Recognized for strong expertise in industry issues and trends. Utilize functional area expertise gained through direct industry experience to assess the operational and functional baseline of an organization and its organizational components. Examples of the functional areas would include Human Resources, Finance, Supply, Service, etc. Work with senior managers and executives to provide industry vision and strategic direction with regard to their enterprise. Guide the determination of information technology inadequacies and/or deficiencies that affect the functional area's ability to support/meet organizational goals. Generate functional area strategies for enhanced IT operations in a cross-functional area mode throughout the organization. Participate in account strategy sessions, strategic assessments and design reviews to validate enterprise approach and associated work products, such as ERP implementations.

Provides guidance and direction to other professionals, acts in a consulting and/or advisory capacity; coordinates resolution of highly complex problems and tasks, possesses ability to meet and operate under deadlines.

B. Qualifications: BS +10 years or MS + 6 years or PhD + 4 years of general IT experience, including formal training and 3 years experience in BPR methods, plus training and 1 year experience in enterprise applications. Three years of applicable experience may be substituted for degree.

FA170 -- Senior Industry/Functional Area Specialist

A. Duties: Recognized for understanding and communicating common best practices for the industry. Utilize a knowledge base to create conceptual business models and to point out relevant issues and considerations in selecting application software packages, such as those provided by ERP vendors. Assess the operational and functional baseline of an organization and its organizational components, and help to define the direction and strategy for an engagement while ensuring the organizational needs are being addressed. Examples of the functional areas would include Human Resources, Finance, Supply, Service, etc. Work with senior managers to provide industry vision and guidance with regard to their industry. Lead the determination and classification of information technology inadequacies and/or deficiencies that affect the functional area's ability to support/meet organizational goals. Support the development of functional area strategies for enhanced IT operations in a cross-functional area mode throughout the organization. Provides work direction and guidance to other personnel; ensures accuracy of the work of other personnel, operates under deadlines, able to work on multiple tasks.

B. Qualifications: BS + 6 years or MS + 4 years or PhD + 2 years of general IT experience, including formal training and 2 years experience in BPR methods, plus formal training and 1 year experience in enterprise applications. Three years applicable experience may be substituted for degree.

ERP171 -- Principal ERP Product Expert

A. Duties: Recognized for in-depth knowledge of a specific product or families of enterprise applications, such as ERP products, and associated applications interface technologies. Utilize technical area expertise to assess the operational and/or technical baseline of an organization as specifically associated with the its functional components. Examples of the functional areas would include Human Resources, Finance, Supply, Service, etc. Work with information technology professionals to provide insight and advice to senior managers and executives, concerning the strategic direction and applicability of enterprise-based products. Take a lead role in contributing to the development of standards and best practices surrounding the use of enterprise products and applications. Provide technical insight into the determination of technical inadequacies and/or deficiencies that affect the functional area's ability to support/meet organizational goals. Generate technical strategies for enhanced operations, as well as ways to improve productivity across functional areas within the organization. Also responsible for developing and educating others with regard to product-specific best practices. Participate in technical assessments and reviews to validate the technical approach and associated work products, such as ERP implementations. Provides guidance and direction to other professionals, acts in a consulting and/or advisory capacity; coordinates resolution of highly complex problems and tasks, possesses ability to meet and operate under deadlines.

B. Qualifications: BS + 10 years or MS + 6 years or PhD + 4 years of general IT experience, including advanced training and 2 years experience in specific enterprise applications. Three years of applicable experience may be substituted for degree.

ERP172 -- Senior ERP Product Specialist

A. Duties: Recognized for enterprise application implementation expertise, such as with specific ERP products, across functional business areas within an organization. Utilize technical area expertise to assess, select, manage and implement enterprise application components, and to ensure that the technical solution solves the business problem as an organic part of the organization's operational and functional baseline. Examples of the functional areas would include Human Resources, Finance, Supply, Service, etc. Focus is in a specific product or technology family of technologies on multiple platforms, which is supplemented with a clear understanding of the business requirements and related applications issues. Work with product specialists to brief senior managers and end users on applications integration/functionality within the enterprise. Determine those technology inadequacies and/or deficiencies that affect the functional area's ability to support/meet organizational goals. Support technical strategies that will improve productivity across functional areas within the organization. Educate others with regard to product-specific best practices. Lead enterprise applications integration efforts and oversee the validation of associated work products. Provides work direction and guidance to other personnel; ensures accuracy of the work of other personnel, operates under deadlines, able to work on multiple tasks.

B. Qualifications: BS + 6 years or MS + 4 years or PhD + 2 years of general IT experience, including advanced training and 1 year experience in specific enterprise applications. Three years of applicable experience may be substituted for degree.

ERP173 -- Principal ERP Business/Architectural Expert

A. Duties: Recognized for business and/or architectural expertise with regard to effectively adapting functional business requirements and processes to technical solutions based upon comprehensive enterprise application solution sets. Work with senior managers and executives to provide vision and strategic direction for those functional areas that support the defined business disciplines within the enterprise, and to provide insight into selecting the enterprise applications (such as ERP products) that set the direction and establish an approach for a technical solution. Analyzes ERP gap analysis and architecture for full-scale implementation. Designs ERP application interfaces and the solution infrastructure baseline across the functional areas of interest. Manages ERP development, implementation, integration, testing and follow on support. While considering the needs of specific business areas, as well as those of the enterprise, provide expertise on technology and industry trends that will affect enterprise solution sets, including technical platforms and network architectures. Lead technical design reviews, validate enterprise approaches, define application systems that support redesigned or improved business processes, recommend technical architectures that lead to comprehensive business solutions, and assess work products. Updates and debugs system problems to ensure functionality. Also responsible for developing and educating others with regard to the solution set for business and/or architecture-specific best practices. Provides guidance and direction to other professionals, acts in a consulting and/or advisory capacity; coordinates resolution of highly complex problems and tasks, possesses ability to meet and operate under deadlines.

B. Qualifications: BS +10 years or MS + 6 years or PhD + 4 years of general IT experience, including formal training and 2 years experience in enterprise applications, plus formal training and 1 year experience in BPR methods. Three years of applicable experience may be substituted for degree.

ERP174 -- Senior ERP Business/Architectural Specialist

A. Duties: Recognized for business and/or architectural expertise with regard to ensuring functional business requirements and process issues are resolved using comprehensive enterprise applications solution sets. Work with senior managers to identify and solve functional area issues, design business area solutions, develop conceptual business models, translate functional area business requirements into technical requirements, and support the design and implementation of enterprise application solution sets (such as those provided by ERP products). Plans or generates data bases and/or data models that are the results of business systems planning and data requirements planning. Provides the future business strategies as seen from a data point of view for the systems development and data base administration groups.

Analyze the enterprise information system baseline and perform a “gap analysis” between the baseline, the user operational requirements and the operating capability of enterprise application product sets. Establish requirements associated with the “gap analysis” to develop enterprise wide systems that support organizational goals and missions. The Design Architecture includes the entire application, database, interface and communications infrastructure necessary to provide for present and future operational needs. Generates business architecture alternatives that address the technology and industry trends affecting enterprise solution sets. Reviews all implementation and support activities and provides technical direction to the programming functions. Supports technical design reviews, enterprise approach validations, and work product assessments.

Provides work direction and guidance to other personnel; ensures accuracy of the work of other personnel, operates under deadlines, able to work on multiple tasks.

B. Qualifications: BS + 6 years or MS + 4 years or PhD + 2 years of general IT experience, including formal training and 1 year experience in enterprise applications, plus formal training and 1 year experience in BPR methods and/or formal training and 3 years experience in data bases such as ORACLE, M204, SYBASE, INFORMIX, DB2, etc. Three years of applicable experience may be substituted for degree.

ERP175 -- Senior ERP Analyst/Designer

A. Duties: Performs enterprise application team lead responsibilities, including planning tasks, assigning resources to the task, monitoring and tracking progress, and informing project management on all project activities. Perform business and technical analyst functions, including workshop facilitation, business process data validation, enterprise application (ERP product) testing from a functional business area perspective, program development, unit testing of the application code (ERP product) from a technical perspective, work group/work session participation, and delivery of technical and business solutions. Implements data bases that are the results of business systems planning and data requirements planning. Provides for systems development and data base administration groups the future business strategies as seen from a data point of view. Assists with the analysis of enterprise information system baseline and perform a “gap analysis” between the baseline, the user operational requirements and the operating capability of enterprise application product sets. Also perform business and technical designer functions, including making contribution to both the business and technical architecture components of the enterprise solution, supporting industry/functional area/business process specialists and experts, supporting architecture/product/technology specialists and experts, and review/assess enterprise solution products for accuracy and consistency.

Provides work direction and guidance to other personnel; ensures accuracy of the work of other personnel, operates under deadlines, able to work on multiple tasks.

B. Qualifications: BS + 6 years or MS + 4 years of general IT experience, including formal training and 2 years experience in enterprise applications and/or including formal training and 1 year experience in data bases such as ORACLE, M204, SYBASE, INFORMIX, DB2, etc. Three years of applicable experience may be substituted for degree.

ERP176 -- ERP Analyst/Designer

A. Duties: Perform business and technical analyst functions, including workshop facilitation, business process data validation, enterprise application (ERP product) testing from a functional business area perspective, program development, unit testing of the application code (ERP product) from a technical perspective, work group/work session participation, and delivery of technical and business solutions. Efforts include participation in the development, integration and deployment of enterprise solutions. Works with senior managers to provide industry vision and strategic direction with regard to their data enterprise. Utilize functional area expertise to create data base models and to assess the operational and functional date baseline. Examples of functional areas include, providing data models that are the results of business systems planning and data requirements planning. Provides input for systems development and data base administration groups from a data point of view. Also perform business and technical designer functions, including making contribution to both the business and technical architecture components of the enterprise solution, supporting industry/functional area/business process specialists and experts, supporting architecture/product/technology specialists and experts, and review/assess enterprise solution products for accuracy and consistency.

B. Qualifications: BS +4 years of general IT experience, including formal training and 1 year experience in enterprise applications and/or including formal training and 1 year experience in data bases such as ORACLE, M204, SYBASE, INFORMIX, DB2, etc. Three years of applicable experience may be substituted for degree.

ERP177 -- Senior ERP Modeler/Developer

A. Duties: Responsible for supporting the delivery of technical and business solutions based upon enterprise applications (ERP products based), and working independently to develop enterprise-based programs of medium to high complexity. Activities include the development, integration and deployment of enterprise solutions. Support ERP Analysts, Designers, Business Specialist and Architectural Experts with enterprise applications programming, workshops, documentation, training and user support. Efforts will produce business solution models, technical work products, unit-tested code, instructional courseware, data structures, user interfaces, documentation and enhanced logical processes that will effectively utilize enterprise applications.

Provides work direction and guidance to other personnel; ensures accuracy of the work of other personnel, operates under deadlines, able to work on multiple tasks.

B. Qualifications: BS + 6 years or MS + 4 years of general IT experience, including formal training and 2 years experience in enterprise applications and/or including formal training and 1 year experience in data bases such as ORACLE, M204, SYBASE, INFORMIX, DB2, etc. Three years of applicable experience may be substituted for degree.

ERP178 -- ERP Modeler/Developer

A. Duties: Responsible for supporting the delivery of technical and business solutions based upon enterprise applications (ERP products based), and working independently to develop enterprise-based programs of medium to high complexity. Activities include the development, integration and deployment of enterprise solutions. Support ERP Analysts, Designers, Business Specialist and Architectural Experts with enterprise applications programming, workshops, documentation, training and user support. Efforts will produce business solution models, technical work products, unit-tested code, instructional courseware, data structures, user interfaces, documentation and enhanced logical processes that will effectively utilize enterprise applications.

B. Qualifications: BS +4 years of general IT experience, including formal training and 1 year experience in enterprise applications. Three years of applicable experience may be substituted for degree.

EO179 -- Principal Enterprise Optimus Consulting Engineer

A. Duties: Establishes and satisfies highly challenging and complex system-wide information security requirements based upon the analysis of user, policy, regulatory, and resource demands. Supports customers at the highest levels in the development and implementation of doctrine and policies. Provides leadership and guidance in the development, design and application of solutions implemented by more junior staff members. May have top level management responsibilities. Coordinates with senior representatives within the customer organizations to establish and define programs, resources and risks. Applies expertise to government and commercial common user systems, as well as to dedicated special purpose systems requiring specialized security features and procedures. Provides guidance and direction to other professionals, acts in a consulting and/or advisory capacity; coordinates resolution of highly complex problems and tasks, possesses ability to meet and operate under deadlines.

B. Qualifications: MS in computer science, information systems, engineering, business, or other related scientific or technical disciplines. This position requires a minimum of 10 years' experience, of which 3 years must be specialized experience including leadership roles in developing and implementing Enterprise Optimus technology, programs and policy for major industry and Government programs/efforts. Also requires an expert understanding of security policy advocated by the U.S. Government including Department of Defense and appropriate civil agencies, as well as commercial "best practices". General experience includes development of both common user and special purpose command and control/ information systems with increasing responsibilities in the scope and magnitude of the systems for which solutions have been implemented. MS + 10 years or a Ph.D. +6 years' general experience, of which 3 must be specialized experience as detailed above. Three years of applicable experience may be substituted for degree.

EO180 -- Senior Enterprise Optimus Consulting Engineer

A. Duties: Establishes and satisfies system-wide information security requirements based upon the analysis of user, policy, regulatory, and resource demands. Supports customers at the highest levels in the development and implementation of doctrine and policies. Provides leadership and guidance in the development, design and application of solutions implemented by more junior staff members. May have management responsibilities when assigned. Coordinates with senior representatives within the customer organizations to address program goals, milestones, resources and risks. Applies expertise to common user information systems, as well as to dedicated special purpose systems requiring specialized security features and procedures. Provides work direction and guidance to other personnel; ensures accuracy of the work of other personnel, operates under deadlines, able to work on multiple tasks.

B. Qualifications: BS in computer science, information systems, engineering, business, or other related scientific or technical disciplines. This position requires a minimum of 10 years' experience, of which 3 years must be specialized experience including Enterprise Optimus technology, policy and procedure development and implementation on major industry and Government programs/efforts. Also includes a strong understanding of security policy advocated by the U.S. Government including Department of Defense and appropriate civil agencies.

General experience includes development of both common user and special purpose command and control/ information systems with increasing responsibilities in the scope and magnitude of the systems for which solutions have been implemented.

BS + 10 years or MS + 6 years of which 3 must be specialized experience as detailed above. Three years of applicable experience may be substituted for degree.

EO181 --Enterprise Optimus Development Engineer

A. Duties: Develops and recommends technical solutions to support clients requirements in solving moderately complex network, platform and system security problems. Typical focus areas include analytical and engineering solutions based on federal and industry Enterprise Optimus policy, doctrine and regulations. Responsibilities include secure system engineering and development, including system/security requirements analysis and secure system definition and specification development of Enterprise Optimus policies and procedures utilizing technical and analytical skills. Also designs EAI adapters for Enterprise Optimus software solutions.

B. Qualifications: BS in electrical engineering, computer science, or a related field. This position requires a minimum of 6 years' experience, of which at least 3 years must be specialized experience including the design and development of EAI adapters, Customized Interfaces, and experience in providing information system security support for such systems. General experience includes information system requirements analysis, system design, implementation, and testing.

BS + 6 years or MS + 4 years of which five must be specialized as detailed above. Three years of applicable experience may be substituted for degree.

EO182 --Senior Enterprise Optimus Systems Specialist

A. Duties: Provides customer support in solving all phases of complex Enterprise Optimus - related technical problems. Reviews and recommends Enterprise Optimus solutions to customer problems based on an understanding of products/systems test results. Conducts systems security analysis and implementation, system engineering, electrical design, design assurance, testing, software engineering, program design, configuration management, integration and testing of Enterprise Optimus products and techniques. Solutions are based on a firm understanding of government/industry policy, practices, procedures, and customer requirements. Particular attention placed on Guard, Firewall, Secure Network Server, PCMCIA format security solutions, "Smart Cards", and emerging security technologies and future trends in support of information system and network security. Insures that Enterprise Optimus solutions are fully compatible with or engineered into the customer's network design.

Provides work direction and guidance to other personnel; ensures accuracy of the work of other personnel, operates under deadlines, able to work on multiple tasks.

B. Qualifications: BS in electrical, electronic or computer engineering; computer science; or, a related field. This position requires a minimum of five years' experience, of which at least three must be specialized experience including system security analysis and implementation; secure system engineering and/or design, design assurance or testing for Enterprise Optimus products and systems computer networking technology and work in protocol and/or interface standards. General experience includes software engineering; program design and implementation; configuration management; or maintenance, integration or testing, and information system engineering, analyst or software experience.

BS + 5 years, MS + 2 years or PhD + 1 year of specialized experience as detailed above. Three years of applicable experience may be substituted for degree.

EO183 --Enterprise Optimus Systems Technical Specialist

A. Duties: Analyzes general Enterprise Optimus - related technical problems and provides basic engineering and technical support in solving these problems. Configures test plans and conducts testing, records and analyzes results, and provides recommendations for improvements for the products/systems under test. Supports the integration of Enterprise Optimus solutions and technologies into networks with particular attention to protocols, interfaces, and system design.

B. Qualifications: BS in electrical, electronic or computer engineering; computer science; or a related field. This position requires a minimum of three years' experience, of which at least two must be specialized experience

including system security analysis and implementation; design assurance or testing for Enterprise Optimus products and systems; integration or testing for Enterprise Optimus products and systems. Experience in heterogeneous computer networking technology and work in protocol and/or interface standards specification is recommended. General experience includes system engineering; electrical design, software engineering; program design and implementation; configuration management; or maintenance.

BS + 3 years, MS + 1 year specialized experience as detailed above. Three years of applicable experience may be substituted for degree.

EO184 --Senior Enterprise Optimus Business Analyst

A. Duties: Provides specialized financial support to Enterprise Optimus programs. Leads budget development, develops projections, and provides financial data needed to meet client requirements. Conducts complex labor, equipment and travel assessments and develops supporting spreadsheets, databases and briefings presenting approaches/solutions directly to customers. Writes Task Orders based on customer requirements and controls resource utilization and availability on these Task Orders. Provides daily supervision and direction to assigned staff and interfaces directly with budget, program and contracting officer representatives within customer organizations.

Provides work direction and guidance to other personnel; ensures accuracy of the work of other personnel, operates under deadlines, able to work on multiple tasks.

B. Qualifications: BS in business, accounting, finance, or other related discipline. This position requires a minimum seven years' experience in financial/budget administration, of which at least six must be specialized experience including cost and schedule reporting, resource management, manpower allocation and resource planning. Experience in administering large task order contracts is required. General experience includes increasing responsibilities in financial management, and resource (cost) reporting. Proven ability to function independently based upon the strategic plan and general guidance.

BS + 7 years or MS + 5 years with 3 years specialized experience as detailed above. Three years of applicable experience may be substituted for degree.

EO185 --Senior Enterprise Optimus Applications Developer

A. Duties: Analyzes complex Enterprise Optimus requirements. Based on direct interface with customers, designs, develops, and integrates software - based solutions. Software applications encompass cryptographic solutions that provide and/or enhance the security of individual platforms, systems or networks. Develops and enhances user interfaces to existing Enterprise Optimus software. Designs test scenarios and supports testing of new and enhanced software products. Creates and maintains subject matter Web Site and contributes technical matter for the publication of Computer Based Training for software products he/she develops. Maintains technical supervision over other software developers.

Provides work direction and guidance to other personnel; ensures accuracy of the work of other personnel, operates under deadlines, able to work on multiple tasks.

B. Qualifications: BS in Electrical, Electronic or Computer Engineering, Computer Science, or a related field and a minimum of seven years, experience in software engineering, of which at least three years must be specialized experience including demonstrated experience in designing, developing/programming Enterprise Optimus - related software. Experience in designing and developing large software systems is required.

BS + 7 years or MS + 5 years general experience and 3 years specialized experience as detailed above. Three years of applicable experience may be substituted for degree.

MD 101 – Medical Illustrator

A. Duties: Supports Hospitals, Medical Education Programs, in support of Information Technology (IT) projects, Healthcare Projects by providing medical illustration for medical research and publication using a variety of illustrations applications, graphics software applications, techniques, and tools. Designs and develops user interface features, site animation, and special effects elements. Contributes to the design group's efforts to enhance the look and feel of the organization's offerings and is considered an expert in medical illustrations, graphic design elements and the presentation of contents to support the organization's strategies and goals. Typically requires a certification in Medical Illustration (Certified Medical Illustrator – CMI) with college degree in related field.

B. Qualifications. Master’s or Bachelor’s degree in Medical Illustration from a program accredited by the Commission on Accreditation of Allied Health Education Programs – CAAHEP; 2+ years experience as a medical illustrator; Certified Medical Illustrator – CMI.

1. With a Master’s Degree (in the fields described above): One year of experience is required.
2. With a Bachelor’s Degree (in the fields described above): Over Two years of experience is required.
3. With 4 years of experience, a degree is not required.

c. IT Professional Services (SIN 132-51)

The Contractor provides IT professional services both in conjunction with and not in conjunction with the products offered in this contract. Product customization, interface development, process automation, application integration are some of the IT professional services offered by the Contractor.

The following are the hourly rates for the professional services offered in this contract.

Job Code	Labor Category	Year 2010	Year 2011	Year 2012	Year 2013	Year 2014
		1/1/2010	1/1/2011	1/1/2012	1/1/2013	1/1/2014
		12/31/2010	12/31/2011	12/31/2012	12/31/2013	12/31/2014
PM101	Senior Project Manager	\$95.76	\$103.63	\$106.99	\$110.74	\$114.61
PM102	Project Manager	\$65.76	\$73.63	\$76.99	\$80.74	\$84.61
PM103	Junior Project Manager	\$45.76	\$53.63	\$56.99	\$60.74	\$64.61
QA104	Quality Assurance Manager	\$71.16	\$77.01	\$79.51	\$82.29	\$85.18
QA105	Quality Assurance Analyst	\$46.73	\$50.16	\$51.62	\$53.25	\$54.94
PC106	Project Control Specialist	\$39.25	\$42.06	\$43.26	\$44.60	\$45.99
ADMIN107	Administration Specialist	\$29.11	\$30.42	\$31.40	\$32.51	\$33.65
FA108	Senior Functional Analyst	\$79.41	\$83.39	\$86.09	\$89.11	\$92.23
FA109	Functional Analyst	\$61.58	\$66.45	\$68.60	\$71.00	\$73.49
SAR110	Principal Systems Architect	\$98.46	\$107.38	\$111.19	\$115.43	\$119.81
SAR111	Systems Architect	\$78.46	\$87.38	\$91.19	\$95.43	\$99.81
IE112	Principal Information Engineer	\$88.99	\$92.10	\$95.09	\$98.41	\$101.86
IE113	Senior Information Engineer	\$73.41	\$75.98	\$78.44	\$81.19	\$84.03
SA114	Senior Computer Systems Analyst	\$63.12	\$68.31	\$70.52	\$73.00	\$75.55
SA115	Computer Systems Analyst	\$36.52	\$39.53	\$40.81	\$42.23	\$43.71
AE116	Senior Application Engineer	\$82.10	\$88.84	\$91.72	\$94.93	\$98.25
AE117	Applications Engineer	\$74.76	\$78.09	\$80.62	\$83.44	\$86.36

PA118	Applications Programmer	\$44.88	\$48.57	\$50.14	\$51.90	\$53.72
PA119	Junior Applications Programmer	\$35.27	\$38.17	\$39.41	\$40.79	\$42.21
DB120	Senior Database Management Specialist	\$76.50	\$82.79	\$85.48	\$88.47	\$91.56
DB121	Database Management Specialist	\$50.83	\$56.50	\$58.49	\$60.72	\$63.02
DC122	Data Entry Clerk	\$19.61	\$21.22	\$21.91	\$22.67	\$23.46
OM123	Computer Operations Manager	\$42.18	\$45.64	\$47.12	\$48.77	\$50.48
SA124	System Administrator	\$35.06	\$37.94	\$39.17	\$40.55	\$41.96
SO125	System Operator	\$28.72	\$31.08	\$32.09	\$33.21	\$34.37
TS126	Senior Training Specialist	\$43.47	\$47.04	\$48.57	\$50.26	\$52.02
TS127	Training Specialist	\$32.12	\$34.76	\$35.88	\$37.14	\$38.43
HD128	Help Desk Manager	\$43.87	\$47.48	\$49.02	\$50.73	\$52.51
HD129	Help Desk Specialist	\$24.89	\$32.76	\$33.98	\$35.35	\$36.76
HS130	Hardware Specialist	\$36.01	\$38.97	\$40.23	\$41.64	\$43.09
HS131	Senior Hardware Installation Technician	\$36.74	\$39.76	\$41.06	\$42.49	\$43.98
NT132	Network Draftsman	\$29.65	\$32.09	\$33.13	\$34.28	\$35.48
NT133	Communications Network Manager	\$40.10	\$43.40	\$44.81	\$46.37	\$48.00
CS134	Communications Specialist	\$35.76	\$38.70	\$39.95	\$41.35	\$42.80
BPR135	Princ. Business Process Reengineering Spec.	\$78.95	\$86.27	\$89.38	\$92.86	\$96.46
BPR136	Sr. Business Process Reengineering Spec.	\$57.91	\$63.50	\$65.88	\$68.53	\$71.29
DS137	Documentation Specialist	\$23.19	\$25.10	\$25.92	\$26.82	\$27.76
TW138	Technical Writer/Editor	\$35.11	\$37.99	\$39.22	\$40.60	\$42.02
CSS139	Sr. Computer Security Systems Spec.	\$60.01	\$64.95	\$67.05	\$69.40	\$71.83
CSS140	Computer Security Systems Specialist	\$43.17	\$46.72	\$48.24	\$49.92	\$51.67
GS141	Administrative Support Graphics Specialist	\$25.72	\$26.62	\$27.48	\$28.45	\$29.44

PA142	Student Application Programmer	30.28	\$35.58	\$36.74	\$38.02	\$39.35
CAR143	Learning Architect	50.52	\$56.52	\$59.00	\$61.77	\$64.63
ID144	Instructional Designer	\$45.23	\$51.98	\$53.98	\$56.22	\$58.54
TT145	Technical Trainer Sr	65.23	\$68.93	\$71.81	\$75.02	\$78.35
TT146	Technical Trainer	45.23	\$48.13	\$51.53	\$57.21	\$59.98
WA147	Web Architect	75.52	\$85.43	\$89.17	\$103.35	\$117.66
WD148	Web Designer	50.52	\$56.52	\$59.00	\$61.77	\$64.63
DC149	Data Communications Manager	80	\$90.08	\$105.71	\$109.76	\$113.96
VC150	Voice Communications Manager	75.12	\$90.08	\$105.71	\$109.76	\$113.96
DC150	Communication Analyst, Sr	78.23	\$86.58	\$89.39	\$92.51	\$95.75
DC151	Communication Analyst, Inter	65.23	\$71.40	\$73.72	\$76.30	\$78.97
DC152	Communications Installer, Sr		\$66.93	\$69.11	\$71.52	\$74.02
DC153	Communications Installer, Inter	43.12	\$53.43	\$55.16	\$57.09	\$59.09
DC154	Communications Installer, Assoc	34.42	\$45.21	\$46.67	\$48.31	\$49.99
SE155	Software Engineer I	29.2	\$35.60	\$36.76	\$38.04	\$39.37
SE156	Software Engineer II	35.42	\$44.41	\$45.86	\$47.46	\$49.12
SE157	Software Engineer III	45.62	\$54.59	\$56.36	\$58.33	\$60.38
PM158	Project Analyst I	30.23	\$40.08	\$41.39	\$42.83	\$44.33
USS159	User Services Specialist I	19.96	\$25.62	\$26.44	\$27.37	\$28.33
USS160	User Services Specialist II	23.45	\$27.51	\$28.40	\$29.40	\$30.42
USS161	User Services Specialist V	50.34	\$61.90	\$63.91	\$66.14	\$68.46
NT162	Computer System Installation Specialist	49.12	\$59.98	\$61.92	\$64.09	\$66.33
IE163	Lead Technical Installation Engineer	72.67	\$80.97	\$83.59	\$86.51	\$89.55
NT164	Senior Network Engineer	55.12	\$68.01	\$70.21	\$72.67	\$75.21
DB165	Data Base Specialist	50.12	\$64.34	\$66.42	\$68.75	\$71.15
NT166	Network Engineer	45.23	\$57.68	\$59.55	\$61.64	\$63.79
NT167	Senior Technician Assistant	22.23	\$30.64	\$31.63	\$32.74	\$33.89
NT168	Technician Assistant	18.25	\$20.52	\$21.19	\$21.94	\$22.70
FA169	Principal Industry/Functional Area Expert	\$155.95	\$178.59	\$186.98	\$196.32	\$205.99

FA170	Senior Industry/Functional Area Specialist	\$136.90	\$143.81	\$150.42	\$157.78	\$175.41
ERP171	Principal ERP Product Expert	\$155.95	\$178.59	\$186.98	\$196.32	\$205.99
ERP172	Senior ERP Product Specialist	\$136.90	\$143.81	\$150.42	\$157.78	\$175.41
ERP173	Principal ERP Business/Architectural Expert	\$155.95	\$178.59	\$186.98	\$196.32	\$205.99
ERP174	Senior ERP Business/Architectural Specialist	\$136.90	\$143.81	\$150.42	\$157.78	\$175.41
ERP175	Senior ERP Analyst/Designer	\$155.95	\$178.59	\$186.98	\$196.32	\$205.99
ERP176	ERP Analyst/Designer	\$136.90	\$143.81	\$150.42	\$157.78	\$175.41
ERP177	Senior ERP Modeler/Developer	\$155.95	\$178.59	\$186.98	\$196.32	\$205.99
ERP178	ERP Modeler/Developer	\$133.94	\$144.95	\$149.65	\$154.89	\$160.31
EO179	Principal Enterprise Optimus Consulting Engineer	\$155.95	\$178.59	\$186.98	\$196.32	\$205.99
EO180	Senior Enterprise Optimus Consulting Engineer	\$133.94	\$144.95	\$149.65	\$154.89	\$160.31
EO181	Enterprise Optimus Development Engineer	\$120.00	\$125.25	\$130.28	\$135.89	\$141.70
EO182	Senior Enterprise Optimus Systems Specialist	\$100.00	\$103.50	\$106.85	\$110.59	\$114.46
EO183	Enterprise Optimus Systems Technical Specialist	\$75.01	\$81.18	\$83.81	\$86.74	\$89.78
EO184	Senior Enterprise Optimus Business Analyst	\$70.00	\$74.20	\$78.23	\$82.72	\$87.36
EO185	Senior Enterprise Optimus Applications Developer	\$100.00	\$104.20	\$108.23	\$112.72	\$117.36
MD101	Medical Illustrator	\$65.00	\$70.00	\$75.00	\$80.00	\$85.00

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

PREAMBLE

SunPlus Data Group 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.

Point of Contact:

Sunny Duddilla

Complete Address, including Zip Code:

325 Lester Road NW Suite A, Lawrenceville, GA 30044

Phone Number:

770-455-3264 x 201

e-mail address:

sunnyd@sunplusdata.com

Fax Number:

770-455-3265

BLANKET PURCHASE AGREEMENT (BPA)

See Section 1.20

Federal Acquisition Regulation (FAR) 13.303-1(a) defines Blanket Purchase Agreements (BPAs) as "...a simplified method of filling anticipated repetitive needs for supplies or services by establishing 'charge accounts' with qualified sources of supply." The use of Blanket Purchase Agreements under the Federal Supply Schedule Program is authorized in accordance with FAR 13.303-2(c)(3), which reads, in part, as follows:

"BPAs may be established with Federal Supply Schedule Contractors, if not inconsistent with the terms of the applicable schedule contract."

Federal Supply Schedule contracts contain BPA provisions to enable schedule users to maximize their administrative and purchasing savings. This feature permits schedule users to set up "accounts" with Schedule Contractors to fill recurring requirements. These accounts establish a period for the BPA and generally address issues such as the frequency of ordering and invoicing, authorized callers, discounts, delivery locations and times. Agencies may qualify for the best quantity/volume discounts available under the contract, based on the potential volume of business that may be generated through such an agreement, regardless of the size of the individual orders. In addition, agencies may be able to secure a discount higher than that available in the contract based on the aggregate volume of business possible under a BPA. Finally, Contractors may be open to a progressive type of discounting where the discount would increase once the sales accumulated under the BPA reach certain prescribed levels. Use of a BPA may be particularly useful with the new Maximum Order feature. See the Suggested Format, contained in this Schedule Pricelist, for customers to consider when using this purchasing tool.