



Computer Management Services Inc.
INFORMATION TECHNOLOGY SOLUTIONS

CONTRACT NUMBER: GS-35F-0099K

CONTRACT PERIOD: 11/19/ 2014 - 11/18/2019



Pricelist current through Modification # _____, dated _____.

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

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INFORMATION FOR ORDERING OFFICES

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 micro purchase threshold, FAR 8.404 requires agencies to consider the catalogs/pricelists of at least three schedule contractors or consider reasonably available information by using the GSA Advantage!™ on-line shopping service (www.fss.gsa.gov). The catalogs/pricelists, GSA Advantage!™ and the Federal 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: The geographic scope of this contract is the 48 contiguous states and D.C.

2. Contractor's Ordering Address:

Computer Management Services, Inc.
5850 Waterloo Road, Suite 140
Columbia, MD 21045

Contractor's Payment Information Electronic Funds Transfer:

Wells Fargo Bank
Gateway Overlook Branch
8210 Gateway Overlook Dr.
Elkridge, MD 21075

Account Number: 2000057784270
ABA Number: 055003201

Government purchase card for payments equal to or less than the micro purchase threshold for oral or written delivery orders will be accepted. Government purchase cards **will** be acceptable for payment above the micro-purchase threshold. In addition, bank account information for wire transfer payments will be shown on the invoice.

Below is the telephone number that can be used by ordering agencies to obtain technical and/or ordering assistance:

Alyce M. Wiley or Albert E. DeMagnus can be reached at 301.236.4900; 301.236.0021 (fax).

3. LIABILITY FOR INJURY OR DAMAGE

The Contractor shall not be liable for any injury to Government personnel or damage to Government 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: 19-332-7038

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

Block 31: Woman-Owned Small Business -

Block 36: Contractor's Taxpayer Identification Number (TIN) - 52-1530641

4a. CAGE Code: 0JZ91

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

5. FOB Destination

6. COMMERCIAL DELIVERY SCHEDULE

As negotiated between CMS and the ordering agency.

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

a. Prompt Payment: Net 30 days ARO

b. Quantity: None

c. Dollar Volume: None

d. Government Educational Institutions: Government Educational Institutions are offered the same discounts as all other Government customers

e. Discount for use of Government Commercial Credit Card: NA

f. Other: None

8. Trade Agreements Act of 1979, as amended: N/A

9. Statement Concerning Availability of Export Packing: N/A

10. Small Requirements: The minimum dollar value of orders to be issued is \$100.

11. Maximum Order: (All dollar amounts are exclusive of any discount for prompt payment.)

- a. Special Item Number 132-51 - Information Technology (IT) Professional Services
the maximum dollar value per order for all IT Professional services will be \$500,000.

12. USE OF FEDERAL SUPPLY SERVICE INFORMATION TECHNOLOGY SCHEDULE CONTRACTS. In accordance with FAR 8.404:

Orders placed pursuant to a Multiple Award Schedule (MAS), using the procedures in FAR 8.404, are considered to be issued pursuant to full and open competition. Therefore, when placing orders under Federal Supply Schedules, ordering offices need not seek further competition, synopsise the requirement, make a separate determination of fair and reasonable pricing, or consider small business set-asides in accordance with subpart 19.5. GSA has already determined the prices of items under schedule contracts to be fair and reasonable. By placing an order against a schedule using the procedures outlined below, the ordering office has concluded that the order represents the best value and results in the lowest overall cost alternative (considering price, special features, administrative costs, etc.) to meet the Government's needs.

- a. **Orders placed at or below the micro-purchase threshold.** Ordering offices can place orders at or below the micro-purchase threshold with any Federal Supply Schedule Contractor.
- b. **Orders exceeding the micro-purchase threshold but not exceeding the maximum order threshold.** Orders should be placed with the Schedule Contractor that can provide the supply or service that represents the best value. Before placing an order, ordering offices should consider reasonably available information about the supply or service offered under MAS contracts by using the "GSA Advantage!" on-line shopping service, or by reviewing the catalogs/pricelists of at least three Schedule Contractors and selecting the delivery and other options available under the schedule that meets the agency's needs. In selecting the supply or service representing the best value, the ordering office may consider:
- (1) Special features of the supply or service that are required in effective program performance and that are not provided by a comparable supply or service;
 - (2) Trade-in considerations;
 - (3) Probable life of the item selected as compared with that of a comparable item;
 - (4) Warranty considerations;
 - (5) Maintenance availability;
 - (6) Past performance; and
 - (7) Environmental and energy efficiency considerations.

- c. **Orders exceeding the maximum order threshold.** Each schedule contract has an established maximum order threshold. This threshold represents the point where it is advantageous for the ordering office to seek a price reduction. In addition to following the procedures in paragraph b, above, and before placing an order that exceeds the maximum order threshold, ordering offices shall--
- (1) Review additional Schedule Contractors' catalogs/pricelists or use the "GSA Advantage!" on-line shopping service;
 - (2) Based upon the initial evaluation, generally seek price reductions from the Schedule Contractor(s) appearing to provide the best value (considering price and other factors); and
 - (3) After price reductions have been sought, place the order with the Schedule Contractor that provides the best value and results in the lowest overall cost alternative. If further price reductions are not offered, an order may still be placed, if the ordering office determines that it is appropriate.
- NOTE:** For orders exceeding the maximum order threshold, the Contractor may:
- (1) Offer a new lower price for this requirement (the Price Reductions clause is not applicable to orders placed over the maximum order in FAR 52.216-19 Order Limitations);
 - (2) Offer the lowest price available under the contract; or
 - (3) Decline the order (orders must be returned in accordance with FAR 52.216-19).
- d. **Blanket purchase agreements (BPAs).** The establishment of Federal Supply Schedule BPAs is permitted when following the ordering procedures in FAR 8.404. All schedule contracts contain BPA provisions. Ordering offices may use BPAs to establish accounts with Contractors to fill recurring requirements. BPAs should address the frequency of ordering and invoicing, discounts, and delivery locations and times.
- e. **Price reductions.** In addition to the circumstances outlined in paragraph c, above, there may be instances when ordering offices will find it advantageous to request a price reduction. For example, when the ordering office finds a schedule supply or service elsewhere at a lower price or when a BPA is being established to fill recurring requirements, requesting a price reduction could be advantageous. The potential volume of orders under these agreements, regardless of the size of the individual order, may offer the ordering office the opportunity to secure greater discounts. Schedule Contractors are not required to pass on to all schedule users a price reduction extended only to an individual agency for a specific order.
- f. **Small business.** For orders exceeding the micro-purchase threshold, ordering offices should give preference to the items of small business concerns when two or more items at the same delivered price will satisfy the requirement.
- g. **Documentation.** Orders should be documented, at a minimum, by identifying the Contractor the item was purchased from, the item purchased, and the amount paid. If an agency requirement in excess of the micro-purchase threshold is defined so as to require a

particular brand name, product, or feature of a product peculiar to one manufacturer, thereby precluding consideration of a product manufactured by another company, the ordering office shall include an explanation in the file as to why the particular brand name, product, or feature is essential to satisfy the agency's needs.

13. **FEDERAL INFORMATION TECHNOLOGY/TELECOMMUNICATION STANDARDS REQUIREMENTS:** Federal departments and agencies acquiring products from this Schedule must comply with the provisions of the Federal Standards Program, as appropriate (reference: NIST Federal Standards Index). Inquiries to determine whether or not specific products listed herein comply with Federal Information Processing Standards (FIPS) or Federal Telecommunication Standards (FED-STDS), which are cited by ordering offices, shall be responded to promptly by the Contractor.

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

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

14. SECURITY REQUIREMENTS. In the event security requirements are necessary, the ordering activities may incorporate, in their delivery orders, a security clause in accordance with current laws, regulations, and individual agency policy; however, the burden of administering the security requirements shall be with the ordering agency. If any costs are incurred as a result of the inclusion of security requirements, such costs will not exceed ten percent (10%) or \$100,000, of the total dollar value of the order, whichever is lessor.

15. CONTRACT ADMINISTRATION FOR ORDERING OFFICES: Any ordering office, 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 Government's convenience, and (m) Termination for Cause (See C.1.)

16. GSA ADVANTAGE!

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

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

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

17. PURCHASE OF INCIDENTAL, NON-SCHEDULE ITEMS

For administrative convenience, open market (non-contract) items may be added to a Federal Supply Schedule Blanket Purchase Agreement (BPA) or an individual order, provided that the items are clearly labeled as such on the order, all applicable regulations have been followed, and price reasonableness has been determined by the ordering activity for the open market (non-contract) items.

18. CONTRACTOR COMMITMENTS, WARRANTIES AND REPRESENTATIONS

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

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

- (3) Any representations and/or warranties concerning the products made in any literature, description, drawings and/or specifications furnished by the Contractor.

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

19. OVERSEAS ACTIVITIES

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

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

20. YEAR 2000 WARRANTY—COMMERCIAL SUPPLY ITEMS

- a. As used in this clause, "Year 2000 compliant" means, with respect to information technology, that the information technology accurately processes date/time data (including, but not limited to, calculating, comparing and sequencing) from, into, and between the twentieth and twenty-first centuries, and the years 1999 and 2000, and leap year calculations, to the extent that other information technology used in combination with the information technology being acquired, properly exchanges date/time data with it.
- b. The Contractor shall warrant that each hardware, software, and firmware product delivered under this contract shall be able to accurately process date time data (including, but not limited to, calculating, comparing, and sequencing) from, into, and between the twentieth and twenty-first centuries, including leap year calculations, when used in accordance with the product documentation provided by the Contractor, provided that all products (e.g. hardware, software, firmware) used in combination with products properly exchange date time data with it. If the contract requires that specific listed products must perform as a system in accordance with the foregoing warranty, then that warranty shall apply to those products as a system. The duration of this warranty and the remedies available under this warranty shall include repair or replacement of any product whose non-compliance is discovered and made known to the Contractor in writing within ninety (90) days after acceptance (installation is considered acceptance). The Contractor may offer an extended warranty to the Government to include repair or replacement of any product whose non-compliance is discovered and made known to the

Contractor in writing at any time prior to June 1, 2000, or for a period of 6 months following acceptance (installation is considered acceptance) whichever is later. Nothing in this warranty shall be construed to limit any rights or remedies the Government may otherwise have under this contract with respect to defects other than Year 2000 performance.

21. BLANKET PURCHASE AGREEMENTS (BPAs)

Federal Acquisition Regulation (FAR) 13.201(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 13.202(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.

22. CONTRACTOR TEAM ARRANGEMENTS

Federal Supply Schedule Contractors may use "Contractor Team Arrangements" (see FAR 9.6) to provide solutions when responding to a customer agency requirements. The policy and procedures outlined in this part will provide more flexibility and allow innovative acquisition methods when using the Federal Supply Schedules. See the additional information regarding Contractor Team Arrangements in this Schedule Pricelist.

**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 and Special Item Number 132-52 Electronic Commerce Services apply exclusively to IT Services within the scope of this Information Technology Schedule.
- b. The Contractor shall provide services at the Contractor's facility and/or at the Government location, as agreed to by the Contractor and the ordering office.

2. ORDERING PROCEDURES

a. Procedures for IT professional services priced on GSA schedule at hourly rates.

- (1) FAR 8.402 contemplates that GSA may occasionally find it necessary to establish special ordering procedures for individual Federal Supply Schedules or for some Special Item Numbers (SINs) within a Schedule. GSA has established special ordering procedures for IT professional services (SIN 132-51) that are priced on schedule at hourly rates. These special ordering procedures which are outlined herein take precedence over the procedures in FAR 8.404.
- (2) The GSA has determined that the rates for IT professional services contained in this pricelist are fair and reasonable. However, the ordering office using this contract is responsible for considering the level of effort and mix of labor proposed to perform a specific task being ordered and for making a determination that the total firm-fixed price or ceiling price is fair and reasonable.
- (3) When ordering IT professional services ordering offices shall –
 - (i) Prepare a Request for Quotation:
 - (A) A performance-based statement of work that outlines, at a minimum, the work to be performed, location of work, period of performance, deliverable schedule, applicable standards, acceptance criteria, and any special requirements (i.e., security clearances, travel, special knowledge, etc.) should be prepared.
 - (B) A request for quotation should be prepared which includes the performance-based statement of work and requests the contractors submit either a firm-fixed price or a ceiling price to provide the services outlined in the statement of work. A firm-fixed price order shall be requested, unless the ordering office makes a determination that it is not possible at the time of placing the order to estimate accurately the extent or duration of the work or to anticipate cost with any reasonable degree of confidence. When such a determination is made, a labor hour or time-and-materials proposal may be requested. The firm-fixed

price shall be based on the hourly rates in the schedule contract and shall consider the mix of labor categories and level of effort required to perform the services described in the statement of work. The firm-fixed price of the order should also include any travel costs or other incidental costs related to performance of the services ordered, unless the order provides for reimbursement of travel costs at the rates provided in the Federal Travel or Joint Travel Regulations. A ceiling price must be established for labor hour and time and material orders.

- (C) The request for quotation may request the contractors, if necessary or appropriate, submit a project plan for performing the task and information on the contractor's experience and/or past performance performing similar tasks.
 - (D) The request for quotation shall notify the contractors what basis will be used for selecting the contractor to receive the order. The notice shall include the basis for determining whether the contractors are technically qualified and provide an explanation regarding the intended use of any experience and/or past performance information in determining technical acceptability of responses. If consideration will be limited to schedule contractors who are small business concerns as permitted by paragraph (ii) (A) below, the request for quotations shall notify the contractors that will be the case.
- (ii) Transmit the Request for quotation to Contractors:
- (A) Based upon an initial evaluation of catalogs and pricelists, the ordering office should identify the contractors that appear to offer the best value (considering the scope of services offered, hourly rates and other factors such as contractors' locations, as appropriate). When buying IT professional services under SIN 132-51 ONLY, the ordering office, at its discretion, may limit consideration to those schedule contractors that are small business concerns. This limitation is not applicable when buying supplies and/or services under other SINs as well as SIN 132-51. The limitation may only be used when at least three (3) small businesses that appear to offer services that will meet the agency's needs are available, if the order is estimated to exceed the micro-purchase threshold.
 - (B) The request for quotation should be to three (3) contractors if the proposed order is estimated to exceed the micro-purchase threshold, but not to exceed the maximum order threshold. For proposed orders exceeding the maximum order threshold, the request for quotation should be provided to additional contractors that offer services that will meet the agency's needs. Ordering offices should strive to minimize the contractors' costs

associated with responding to requests for proposals for specific orders. Requests should be tailored to the minimum level necessary for adequate evaluation and selection for order placement.

- (iii) Evaluate proposals and select the contractor to receive the order:

After responses have been evaluated against the factors identified in the request for quotation, the order should be placed with the schedule contractor that represents the best value and results in the lowest overall cost alternative (considering price, special qualifications, administrative costs, etc.) to meet the Government's needs.

- (4) The establishment of Federal Supply Schedule Blanket Purchase Agreements (BPAs) for recurring services is permitted when the procedures outlined herein are followed. All BPAs for services must define the services that may be ordered under the BPA, along with delivery or performance time frames, billing procedures, etc. The potential volume of orders under BPAs, regardless of the size of individual orders, may offer the ordering office the opportunity to secure volume discounts. When establishing BPAs ordering offices shall –

- (i) Inform contractors in the request for quotation (based on the agency's requirement) if a single BPA or multiple BPAs will be established, and indicate the basis that will be used for selecting the contractors to be awarded the BPAs.

- (A) SINGLE BPA: Generally, a single BPA should be established when the ordering office can define the tasks to be ordered under the BPA and establish a firm-fixed price or ceiling price for individual tasks or services to be ordered. When this occurs, authorized users may place the order directly under the established BPA when the need for service arises. The schedule contractor that represents the best value and results in the lowest overall cost alternative to meet the agency's needs should be awarded the BPA.

- (B) MULTIPLE BPAs: When the ordering office determines multiple BPAs are needed to meet its requirements, the ordering office should determine which contractors can meet any technical qualifications before establishing the BPAs. When multiple BPAs are established, the authorized users must follow the procedure in (3)(ii)(B) above, and then place the order with the schedule contractor that represents the best value and results in the lowest overall cost alternative to meet the agency's needs.

- (ii) Review BPAs periodically. Such reviews shall be conducted at least annually. The purpose of the review is to determine whether the BPA still represents the best value (considering price, special qualifications, etc.) and results in the lowest overall cost alternative to meet the agency's needs.

- (5) The ordering office should give preference to small business concerns when two or more contractors can provide the services at the same firm-fixed price or ceiling price.
 - (6) When the ordering office's requirement involves both products as well as IT professional services, the ordering office should total the prices for the products and the firm-fixed price for the services and select the contractor that represents the greatest value in terms of meeting the agency's total needs.
 - (7) The ordering office, at a minimum, should document orders by identifying the contractor the services were purchased from, the services purchased, and the amount paid. If other than a firm-fixed price order is placed, such documentation should include the basis for the determination to use a labor hour or time and materials order. For agency requirements in excess of the micro-purchase threshold, the order file should document the evaluation of schedule contractors' proposals that formed the basis for the selection of the contractor that received the order and the rationale for any trade-offs made in making the selection.
- b. Ordering Procedures for other services available on schedule at fixed prices for specifically defined services or tasks.

Orders placed pursuant to a Multiple Award Schedule (MAS), using the procedures in FAR 8.404, are considered to be issued pursuant to full and open competition. Therefore, when placing orders under Federal Supply Schedules, ordering offices need not seek further competition, synopsise the requirement, make a separate determination of fair and reasonable pricing, or consider small business set-asides in accordance with subpart 19.5. GSA has already determined the prices of items under schedule contracts to be fair and reasonable. By placing an order against a schedule using the procedures outlined below, the ordering office has concluded that the order represents the best value and results in the lowest overall cost alternative (considering price, special features, administrative costs, etc.) to meet the Government's needs.

- (1) **Orders placed at or below the micro-purchase threshold.** Ordering offices can place orders at or below the micro-purchase threshold with any Federal Supply Schedule Contractor.
- (2) **Orders exceeding the micro-purchase threshold but not exceeding the maximum order threshold.** Orders should be placed with the Schedule Contractor that can provide the supply or service that represents the best value. Before placing an order, ordering offices should consider reasonably available information about the service offered under MAS contracts by using the "GSA Advantage!" on-line shopping service, or by reviewing the catalogs/pricelists of at least three Schedule Contractors and selecting the delivery and other options available under the schedule that meets the agency's needs. In selecting the service representing the best value, the ordering office may consider— (i) special features of the service that are required in effective program performance and that are not provided by a comparable service; and (ii) past performance.
- (3) **Orders exceeding the maximum order threshold.** Each schedule contract has an established maximum order threshold. This threshold represents the point where it is advantageous for the ordering office to seek a price reduction. In

addition to following the procedures in paragraph b, above, and before placing an order that exceeds the maximum order threshold, ordering offices shall--

- (i) Review additional Schedule Contractors' catalogs/pricelists or use the "GSA Advantage!" on-line shopping service;
- (ii) Based upon the initial evaluation, generally seek price reductions from the Schedule Contractor(s) appearing to provide the best value (considering price and other factors); and
- (iii) After price reductions have been sought, place the order with the Schedule Contractor that provides the best value and results in the lowest overall cost alternative. If further price reductions are not offered, an order may still be placed, if the ordering office determines that it is appropriate.

NOTE: For orders exceeding the maximum order threshold, the Contractor may:

- (A) Offer a new lower price for this requirement (the Price Reductions clause is not applicable to orders placed over the maximum order in FAR 52.216-19 Order Limitations);
 - (B) Offer the lowest price available under the contract; or
 - (C) Decline the order (orders must be returned in accordance with FAR 52.216-19).
- (4) **Blanket purchase agreements (BPAs).** The establishment of Federal Supply Schedule BPAs is permitted when following the ordering procedures in FAR 8.404. All schedule contracts contain BPA provisions. Ordering offices may use BPAs to establish accounts with Contractors to fill recurring requirements. BPAs should address the frequency of ordering and invoicing, discounts, and delivery locations and times.
 - (5) **Price reductions.** In addition to the circumstances outlined in paragraph (3), above, there may be instances when ordering offices will find it advantageous to request a price reduction. For example, when the ordering office finds a schedule service elsewhere at a lower price or when a BPA is being established to fill recurring requirements, requesting a price reduction could be advantageous. The potential volume of orders under these agreements, regardless of the size of the individual order, may offer the ordering office the opportunity to secure greater discounts. Schedule Contractors are not required to pass on to all schedule users a price reduction extended only to an individual agency for a specific order.
 - (6) **Small business.** For orders exceeding the micro-purchase threshold, ordering offices should give preference to the items of small business concerns when two or more items at the same delivered price will satisfy the requirement.

- (7) **Documentation.** Orders should be documented, at a minimum, by identifying the Contractor the item was purchased from, the item purchased, and the amount paid. If an agency requirement in excess of the micro-purchase threshold is defined so as to require a particular brand name, product, or feature of a product peculiar to one manufacturer, thereby precluding consideration of a product manufactured by another company, the ordering office shall include an explanation in the file as to why the particular brand name, product, or feature is essential to satisfy the agency's needs.

3. ORDER

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

4. PERFORMANCE OF SERVICES

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

5. INSPECTION OF SERVICES

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

7. RESPONSIBILITIES OF THE GOVERNMENT

Subject to security regulations, the ordering office shall permit Contractor access to all facilities necessary to perform the requisite IT Services.

8. INDEPENDENT CONTRACTOR

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

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 Government contract, without some restriction on 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 Government, ordering offices 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 services. Progress payments may be authorized by the ordering office 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 Government 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 (Alternate I (APR 1984)) at FAR 52.232-7 applies to time-and-materials orders placed under this contract. For labor-hour orders, the Payment under Time-and-Materials and Labor-Hour Contracts (FEB 1997) (Alternate II (JAN 1986)) at FAR 52.232-7 applies to labor-hour orders placed under this contract.

12. RESUMES

Resumes shall be provided to the GSA Contracting Officer or the user agency 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 agency 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.

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

PREAMBLE

Computer Management Services, Inc. provides commercial products and services to the Federal Government. 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 Federal Government contracts. To accelerate potential opportunities please contact Albert DeMagnus, 301.236.4900; 301.236.0021 (fax); www.cmshdq.com.

**BEST VALUE
BLANKET PURCHASE AGREEMENT
FEDERAL SUPPLY SCHEDULE**

(Customer Name)

In the spirit of the Federal Acquisition Streamlining Act (Agency) and (Contractor) enter into a cooperative agreement to further reduce the administrative costs of acquiring commercial items from the General Services Administration (GSA) Federal Supply Schedule Contract(s)

_____.

Federal Supply Schedule contract BPAs eliminate contracting and open market costs such as: search for sources; the development of technical documents, solicitations and the evaluation of offers. Teaming Arrangements are permitted with Federal Supply Schedule Contractors in accordance with Federal Acquisition Regulation (FAR) 9.6.

This BPA will further decrease costs, reduce paperwork, and save time by eliminating the need for repetitive, individual purchases from the schedule contract. The end result is to create a purchasing mechanism for the **Government that works better and costs less.**

Signatures

AGENCY

DATE

CONTRACTOR

DATE

**(CUSTOMER NAME)
BLANKET PURCHASE AGREEMENT**

Pursuant to GSA Federal Supply Schedule Contract Number(s) _____, Blanket Purchase Agreements, the Contractor agrees to the following terms of a Blanket Purchase Agreement (BPA) EXCLUSIVELY WITH (Ordering Agency):

- (1) The following contract items can be ordered under this BPA. All orders placed against this BPA are subject to the terms and conditions of the contract, except as noted below:

| MODEL NUMBER/PART NUMBER | *SPECIAL BPA DISCOUNT/PRICE |
|---------------------------------|------------------------------------|
| _____ | _____ |
| _____ | _____ |

- (2) Delivery:

| DESTINATION | DELIVERY SCHEDULE/DATES |
|--------------------|--------------------------------|
| _____ | _____ |
| _____ | _____ |

- (3) The Government estimates, but does not guarantee, that the volume of purchases through this agreement will be _____.
- (4) This BPA does not obligate any funds.
- (5) This BPA expires on _____ or at the end of the contract period, whichever is earlier.
- (6) The following office(s) is hereby authorized to place orders under this BPA:

| OFFICE | POINT OF CONTACT |
|---------------|-------------------------|
| _____ | _____ |
| _____ | _____ |

- (7) Orders will be placed against this BPA via Electronic Data Interchange (EDI), FAX, or paper.
- (8) Unless otherwise agreed to, all deliveries under this BPA must be accompanied by delivery tickets or sales slips that must contain the following information as a minimum:
 - (a) Name of Contractor;
 - (b) Contract Number;
 - (c) BPA Number;
 - (d) Model Number or National Stock Number (NSN);

- (e) Purchase Order Number;
 - (f) Date of Purchase;
 - (g) Quantity, Unit Price, and Extension of Each Item (unit prices and extensions need not be shown when incompatible with the use of automated systems; provided, that the invoice is itemized to show the information); and
 - (h) Date of Shipment.
- (9) The requirements of a proper invoice are specified in the Federal Supply Schedule contract. Invoices will be submitted to the address specified within the purchase order transmission issued against this BPA.
 - (10) The terms and conditions included in this BPA apply to all purchases made pursuant to it. In the event of an inconsistency between the provisions of this BPA and the Contractor's invoice, the provisions of this BPA will take precedence.

BASIC GUIDELINES FOR USING “CONTRACTOR TEAM ARRANGEMENTS”

Federal Supply Schedule Contractors may use “Contractor Team Arrangements” (see FAR 9.6) to provide solutions when responding to a customer agency requirements.

These Team Arrangements can be included under a Blanket Purchase Agreement (BPA). BPAs are permitted under all Federal Supply Schedule contracts.

Orders under a Team Arrangement are subject to terms and conditions or the Federal Supply Schedule Contract.

Participation in a Team Arrangement is limited to Federal Supply Schedule Contractors.

Customers should refer to FAR 9.6 for specific details on Team Arrangements.

Here is a general outline on how it works:

- The customer identifies their requirements.
- Federal Supply Schedule Contractors may individually meet the customer’s needs, or -
- Federal Supply Schedule Contractors may individually submit a Schedules “Team Solution” to meet the customer’s requirement.
- Customers make a best value selection.

LABOR CATEGORY RATES

YEAR 15

| | LABOR CATEGORY | CONTRACTOR SITE RATE | GOV'T SITE RATE |
|-----------|-----------------------------------|----------------------------|--------------------|
| | <i>PROPOSED RATES</i> | | |
| | YEAR 15 11.19.14 - 11.18.15 | | |
| A. | Program Management | | |
| 1 | Program Manager IV | \$231.36 | \$161.08 |
| 2 | Program Manager III | \$219.79 | \$153.04 |
| 3 | Program Manager II | \$208.22 | \$145.01 |
| 4 | Program Manager I | \$196.66 | \$136.97 |
| B. | Project Management | | |
| 5 | Project Manager III | \$208.22 | \$145.01 |
| 6 | Project Manager II | \$196.66 | \$136.97 |
| 7 | Project Manager I | \$185.09 | \$128.87 |
| 8 | Task Order Project Manager | \$173.51 | \$120.84 |
| 9 | Task Order Leader | \$161.95 | \$112.79 |
| C. | Application Engineers | | |
| 10 | Senior Application Engineer II | \$173.51 | \$120.84 |
| 11 | Senior Application Engineer I | \$161.95 | \$112.79 |
| 12 | Application Engineer II | \$150.38 | \$104.72 |
| 13 | Application Engineer I | \$138.81 | \$96.68 |
| D. | Information Engineers | | |
| 14 | Principal Information Engineer II | \$208.22 | \$145.01 |
| 15 | Principal Information Engineer I | \$196.66 | \$136.97 |
| 16 | Senior Information Engineer III | \$185.09 | \$128.87 |
| 17 | Senior Information Engineer II | \$173.51 | \$120.84 |
| 18 | Senior Information Engineer I | \$161.95 | \$112.79 |
| 19 | Information Engineer | \$150.38 | \$104.72 |

| LABOR CATEGORY | | CONTRACTOR SITE | GOV'T SITE |
|-----------------------|---|------------------------|-------------------|
| | | RATE | RATE |
| E. | Information Security | | |
| 20 | Senior Communications Security Engineer | \$219.79 | \$153.04 |
| 21 | Senior Computer Security Systems Specialist | \$208.22 | \$145.01 |
| 22 | Computer/Telecommunications Security Specialist | \$196.66 | \$136.97 |
| 23 | Computer Security Systems Specialist | \$185.09 | \$128.87 |
| 24 | Senior Telecommunications Specialist | \$173.51 | \$120.84 |
| 25 | Senior Telecommunications Technician | \$161.95 | \$112.79 |
| 26 | Telecommunications/Security Specialist | \$150.38 | \$104.72 |
| 27 | Telecommunications/Security Technician | \$138.81 | \$96.68 |
| 28 | Junior Telecommunications/Security Specialist | \$127.26 | \$88.62 |
| F. | Analysts | | |
| 29 | Lead Analyst (Engineer III) | \$266.07 | \$174.12 |
| 30 | Senior Analyst (Engineer II) | \$231.36 | \$161.08 |
| 31 | Senior Systems Engineer/Analyst | \$224.42 | \$156.26 |
| 32 | Lead Analyst (Information Security) | \$208.22 | \$145.01 |
| 33 | Systems Engineer/Analyst | \$196.66 | \$136.97 |
| 34 | Senior Analyst (Information Security) | \$185.09 | \$128.87 |
| 35 | Analyst | \$173.51 | \$120.84 |
| 36 | Senior Information Systems Specialist | \$161.95 | \$112.79 |
| 37 | Information System Specialist | \$150.38 | \$104.72 |
| G. | Computer Systems Analysts | | |
| 38 | Computer Systems Analyst IV | \$208.22 | \$145.01 |
| 39 | Computer Systems Analyst III | \$196.66 | \$136.97 |
| 40 | Computer Systems Analyst II | \$185.09 | \$128.87 |
| 41 | Computer Systems Analyst I | \$173.51 | \$120.84 |
| 42 | Junior Computer Systems Analyst III | \$138.81 | \$96.68 |
| 43 | Junior Computer Systems Analyst II | \$104.12 | \$72.50 |
| 44 | Junior Computer Systems Analyst I | \$92.55 | \$64.45 |

| | LABOR CATEGORY | CONTRACTOR SITE RATE | GOV'T SITE RATE |
|-----------|---------------------------------------|---------------------------------|----------------------------|
| H. | Functional Analysts | | |
| 45 | Senior Functional Analyst III | \$150.38 | \$104.72 |
| 46 | Senior Functional Analyst II | \$138.81 | \$96.68 |
| 47 | Senior Functional Analyst I | \$127.26 | \$88.62 |
| 48 | Functional Analyst | \$115.69 | \$80.54 |
| 49 | Junior Functional Analyst | \$104.12 | \$72.50 |
| I. | Systems Architect | | |
| 50 | Principal Systems Architect II | \$208.22 | \$145.01 |
| 51 | Principal Systems Architect I | \$196.66 | \$136.97 |
| 52 | Senior Systems Architect | \$173.51 | \$120.84 |
| J. | Software Engineering | | |
| 53 | Senior Software Engineer | \$185.09 | \$128.87 |
| 54 | Software Systems Specialist | \$173.51 | \$120.84 |
| 55 | Software Engineer II | \$161.95 | \$112.79 |
| 56 | Software Technical Support | \$138.81 | \$96.68 |
| 57 | Software Engineer I | \$127.26 | \$88.62 |
| K. | Systems Engineering | | |
| 58 | Senior Systems Engineer/Analyst | \$196.66 | \$136.97 |
| 59 | Lead Systems Engineer | \$185.09 | \$128.87 |
| 60 | Systems Engineer/Analyst | \$173.51 | \$120.84 |
| 61 | Systems Engineer II | \$161.95 | \$112.79 |
| 62 | Systems Engineer I | \$150.38 | \$104.72 |
| 63 | Systems Specialist | \$145.76 | \$101.48 |
| 64 | Senior Systems Engineer | \$138.81 | \$96.68 |
| 65 | Systems Engineer | \$115.69 | \$80.54 |
| L. | Database Management | | |
| 66 | Senior Database Management Specialist | \$208.22 | \$145.01 |
| 67 | Database Analyst | \$196.66 | \$136.97 |
| 68 | Database Manager | \$185.09 | \$128.87 |

| LABOR CATEGORY | | CONTRACTOR SITE | GOV'T SITE |
|----------------|--------------------------------------|-----------------|------------|
| | | RATE | RATE |
| 69 | Database Management Specialist | \$173.51 | \$120.84 |
| 70 | Senior Database Manager | \$161.95 | \$112.79 |
| 71 | Junior Database Manager | \$150.38 | \$104.72 |
| | | | |
| M. | Network Management | | |
| | | | |
| 72 | Communications Network Manger II | \$231.36 | \$161.08 |
| 73 | Communications Network Specialist II | \$219.79 | \$153.04 |
| 74 | Communications Network Specialist I | \$208.22 | \$145.01 |
| 75 | Communications Network Manger I | \$196.66 | \$136.97 |
| 76 | Senior Network Engineer II | \$185.09 | \$128.87 |
| 77 | Senior Network Engineer I | \$173.51 | \$120.84 |
| 78 | Network Engineer | \$161.95 | \$112.79 |
| 79 | Network Installation Technician IV | \$150.38 | \$104.72 |
| 80 | Junior Network Engineer II | \$138.81 | \$96.68 |
| 81 | Network Installation Technician III | \$127.26 | \$88.62 |
| 82 | Junior Network Engineer I | \$115.69 | \$80.54 |
| 83 | Network Installation Technician II | \$104.12 | \$72.50 |
| 84 | Network Installation Technician I | \$92.55 | \$64.45 |
| | | | |
| N. | LAN Management | | |
| | | | |
| 85 | LAN Reconfiguration Engineer | | |
| 86 | LAN Manager | \$150.38 | \$104.72 |
| | | \$138.81 | \$96.68 |
| O. | Systems Administration | | |
| | | | |
| 87 | Systems Administrator IV | \$173.51 | \$120.84 |
| 88 | System Administration /Operator | \$161.95 | \$112.79 |
| 89 | Systems Administrator III | \$150.38 | \$104.72 |
| 90 | Systems Administrator II | \$138.81 | \$96.68 |
| 91 | Systems Administrator I | \$127.26 | \$88.62 |
| 92 | System Operator II | \$92.55 | \$64.45 |
| 93 | System Operator I | \$80.99 | \$56.39 |
| | | | |

| LABOR CATEGORY | | CONTRACTOR SITE | GOV'T SITE |
|-----------------------|--|------------------------|-------------------|
| | | RATE | RATE |
| P. | Quality Assurance | | |
| 94 | Quality Assurance Manager II | \$185.09 | \$128.87 |
| 95 | Quality Assurance Manager I | \$173.51 | \$120.84 |
| 96 | Quality Assurance Specialist | \$161.95 | \$112.79 |
| 97 | Quality Assurance Analyst II | \$150.38 | \$104.72 |
| 98 | Quality Assurance Analyst I | \$138.81 | \$96.68 |
| 99 | Configuration Management Manager | \$127.26 | \$88.62 |
| Q. | Microcomputer/Multimedia Support Specialist | | |
| 100 | Multimedia Technical Support Manager | \$166.84 | \$116.09 |
| 101 | Multimedia Services Manager | \$155.72 | \$108.46 |
| 102 | Multimedia Videographer II | \$144.60 | \$100.69 |
| 103 | Multimedia Videographer I | \$133.48 | \$92.95 |
| 104 | Multimedia Software Engineer II | \$122.36 | \$85.21 |
| 105 | Multimedia Software Engineer I | \$111.23 | \$77.44 |
| 106 | Multimedia Audio Visual Technician II | \$100.11 | \$69.71 |
| 107 | Multimedia Audio Visual Technician I | \$89.00 | \$61.98 |
| R. | Communication Software Specialists | | |
| 108 | Communications Software Specialist IV | \$161.95 | \$112.79 |
| 109 | Communications Specialist | \$150.38 | \$104.72 |
| 110 | Communications Software Specialist III | \$138.81 | \$96.68 |
| 111 | Communications Software Specialist II | \$127.26 | \$88.62 |
| S. | Programmers | | |
| 112 | System Programmer II | \$196.66 | \$136.97 |
| 113 | System Programmer I | \$185.09 | \$128.87 |
| 114 | Applications Programmer III | \$173.51 | \$120.84 |
| 115 | Applications Programmer II | \$161.95 | \$112.79 |
| 116 | Junior Applications Programmer | \$150.38 | \$104.72 |
| 117 | Applications Programmer I | \$138.81 | \$96.68 |

| LABOR CATEGORY | | CONTRACTOR SITE RATE | GOV'T SITE RATE |
|----------------|---|-------------------------|--------------------|
| 118 | Programmer III | \$127.26 | \$88.62 |
| 119 | Programmer II | \$115.69 | \$80.54 |
| 120 | Programmer I | \$104.12 | \$72.50 |
| 121 | Junior Information System Specialist | \$92.55 | \$64.45 |
| | | | |
| T. | Business Process Reengineering Specialists | | |
| | | | |
| 122 | Principal BPR Specialist II | \$208.22 | \$145.01 |
| 123 | Principal BPR Specialist I | \$196.66 | \$136.97 |
| 124 | Senior BPR Specialist II | \$185.09 | \$128.87 |
| 125 | Senior BPR Specialist I | \$173.51 | \$120.84 |
| | | | |
| U. | Specialists | | |
| | | | |
| 126 | Specialist II | \$416.45 | \$290.01 |
| 127 | Specialist I | \$370.18 | \$257.77 |
| | | | |
| V. | Help Desk Support / Desktop Support | | |
| | | | |
| 128 | User Services Lead Analyst | \$173.51 | \$120.84 |
| 129 | Help Desk Manager II | \$150.38 | \$104.72 |
| 130 | Help Desk Specialist II | \$127.26 | \$88.62 |
| 131 | Help Desk Manager I | \$104.12 | \$72.50 |
| 132 | Help Desk Specialist I | \$80.99 | \$56.39 |
| 133 | Desktop Support Technician II | \$87.82 | \$61.16 |
| 134 | Desktop Support Technician I | \$72.55 | \$50.52 |
| | | | |
| W. | Technical Writer | | |
| | | | |
| 135 | Technical Writer IV | \$127.26 | \$88.62 |
| 136 | Technical Writer III | \$115.69 | \$80.54 |
| 137 | Technical Writer II | \$104.12 | \$72.50 |
| 138 | Technical Writer I | \$92.55 | \$64.45 |
| | | | |

| LABOR CATEGORY | | CONTRACTOR SITE RATE | GOV'T SITE RATE |
|----------------|--|-------------------------|--------------------|
| X. | Business Operations | | |
| 139 | Program Administration Specialist | \$208.22 | \$145.01 |
| 140 | Business Manager | \$173.51 | \$120.84 |
| 141 | Contract Specialist III | \$161.95 | \$112.79 |
| 142 | Contract Specialist II | \$150.38 | \$104.72 |
| 143 | Contract Specialist I | \$138.81 | \$96.68 |
| 144 | Project Control Specialist | \$127.26 | \$88.62 |
| Y. | Microcomputer Support Specialist | | |
| 145 | Senior Information Systems Administrative Specialist | \$92.55 | \$64.45 |
| 146 | Administration Support and Graphics Specialist II | \$85.60 | \$59.61 |
| 147 | Information System Administration Specialist | \$80.99 | \$56.39 |
| 148 | Graphics Specialist | \$74.04 | \$51.55 |
| 149 | Administration Support and Graphics Specialist I | \$69.42 | \$48.33 |
| Z. | Administrative Support | | |
| 150 | Contract Administrative Specialist | \$92.55 | \$64.45 |
| 151 | Administrative Assistant III | \$80.99 | \$56.39 |
| 152 | Administrative Assistant II | \$69.42 | \$48.33 |
| 153 | Administrative Assistant I | \$60.15 | \$41.88 |
| 154 | Data Entry Clerk III | \$57.83 | \$40.28 |
| 155 | Data Entry Clerk II | \$53.21 | \$37.08 |
| 156 | Data Entry Clerk I | \$50.91 | \$35.45 |

YEAR 16

| LABOR CATEGORY | | CONTRACTOR SITE RATE | GOV'T SITE RATE |
|----------------|-----------------------------------|-------------------------|--------------------|
| | | | |
| | <i>PROPOSED RATES</i> | | |
| | | | |
| | YEAR 16 11.19.15 - 11.18.16 | | |
| | | | |
| A. | Program Management | | |
| | | | |
| 1 | Program Manager IV | \$235.98 | \$164.30 |
| 2 | Program Manager III | \$224.19 | \$156.10 |
| 3 | Program Manager II | \$212.39 | \$147.91 |
| 4 | Program Manager I | \$200.59 | \$139.71 |
| | | | |
| B. | Project Management | | |
| | | | |
| 5 | Project Manager III | \$212.39 | \$147.91 |
| 6 | Project Manager II | \$200.59 | \$139.71 |
| 7 | Project Manager I | \$188.79 | \$131.45 |
| 8 | Task Order Project Manager | \$176.98 | \$123.26 |
| 9 | Task Order Leader | \$165.18 | \$115.05 |
| | | | |
| C. | Application Engineers | | |
| | | | |
| 10 | Senior Application Engineer II | \$176.98 | \$123.26 |
| 11 | Senior Application Engineer I | \$165.18 | \$115.05 |
| 12 | Application Engineer II | \$153.39 | \$106.81 |
| 13 | Application Engineer I | \$141.59 | \$98.61 |
| | | | |
| D. | Information Engineers | | |
| | | | |
| 14 | Principal Information Engineer II | \$212.39 | \$147.91 |
| 15 | Principal Information Engineer I | \$200.59 | \$139.71 |
| 16 | Senior Information Engineer III | \$188.79 | \$131.45 |
| 17 | Senior Information Engineer II | \$176.98 | \$123.26 |
| 18 | Senior Information Engineer I | \$165.18 | \$115.05 |
| 19 | Information Engineer | \$153.39 | \$106.81 |
| | | | |

| LABOR CATEGORY | | CONTRACTOR SITE | GOV'T SITE |
|----------------|---|-----------------|------------|
| | | RATE | RATE |
| E. | Information Security | | |
| 20 | Senior Communications Security Engineer | \$224.19 | \$156.10 |
| 21 | Senior Computer Security Systems Specialist | \$212.39 | \$147.91 |
| 22 | Computer/Telecommunications Security Specialist | \$200.59 | \$139.71 |
| 23 | Computer Security Systems Specialist | \$188.79 | \$131.45 |
| 24 | Senior Telecommunications Specialist | \$176.98 | \$123.26 |
| 25 | Senior Telecommunications Technician | \$165.18 | \$115.05 |
| 26 | Telecommunications/Security Specialist | \$153.39 | \$106.81 |
| 27 | Telecommunications/Security Technician | \$141.59 | \$98.61 |
| 28 | Junior Telecommunications/Security Specialist | \$129.80 | \$90.39 |
| F. | Analysts | | |
| 29 | Lead Analyst (Engineer III) | \$271.39 | \$177.60 |
| 30 | Senior Analyst (Engineer II) | \$235.98 | \$164.30 |
| 31 | Senior Systems Engineer/Analyst | \$228.91 | \$159.39 |
| 32 | Lead Analyst (Information Security) | \$212.39 | \$147.91 |
| 33 | Systems Engineer/Analyst | \$200.59 | \$139.71 |
| 34 | Senior Analyst (Information Security) | \$188.79 | \$131.45 |
| 35 | Analyst | \$176.98 | \$123.26 |
| 36 | Senior Information Systems Specialist | \$165.18 | \$115.05 |
| 37 | Information System Specialist | \$153.39 | \$106.81 |
| G. | Computer Systems Analysts | | |
| 38 | Computer Systems Analyst IV | \$212.39 | \$147.91 |
| 39 | Computer Systems Analyst III | \$200.59 | \$139.71 |
| 40 | Computer Systems Analyst II | \$188.79 | \$131.45 |
| 41 | Computer Systems Analyst I | \$176.98 | \$123.26 |
| 42 | Junior Computer Systems Analyst III | \$141.59 | \$98.61 |
| 43 | Junior Computer Systems Analyst II | \$106.20 | \$73.95 |
| 44 | Junior Computer Systems Analyst I | \$94.41 | \$65.74 |

| LABOR CATEGORY | | CONTRACTOR SITE | GOV'T SITE |
|-----------------------|---------------------------------|------------------------|-------------------|
| | | RATE | RATE |
| H. | Functional Analysts | | |
| 45 | Senior Functional Analyst III | \$153.39 | \$106.81 |
| 46 | Senior Functional Analyst II | \$141.59 | \$98.61 |
| 47 | Senior Functional Analyst I | \$129.80 | \$90.39 |
| 48 | Functional Analyst | \$118.00 | \$82.15 |
| 49 | Junior Functional Analyst | \$106.20 | \$73.95 |
| I. | Systems Architect | | |
| 50 | Principal Systems Architect II | \$212.39 | \$147.91 |
| 51 | Principal Systems Architect I | \$200.59 | \$139.71 |
| 52 | Senior Systems Architect | \$176.98 | \$123.26 |
| J. | Software Engineering | | |
| 53 | Senior Software Engineer | \$188.79 | \$131.45 |
| 54 | Software Systems Specialist | \$176.98 | \$123.26 |
| 55 | Software Engineer II | \$165.18 | \$115.05 |
| 56 | Software Technical Support | \$141.59 | \$98.61 |
| 57 | Software Engineer I | \$129.80 | \$90.39 |
| K. | Systems Engineering | | |
| 58 | Senior Systems Engineer/Analyst | \$200.59 | \$139.71 |
| 59 | Lead Systems Engineer | \$188.79 | \$131.45 |
| 60 | Systems Engineer/Analyst | \$176.98 | \$123.26 |
| 61 | Systems Engineer II | \$165.18 | \$115.05 |
| 62 | Systems Engineer I | \$153.39 | \$106.81 |
| 63 | Systems Specialist | \$148.67 | \$103.51 |
| 64 | Senior Systems Engineer | \$141.59 | \$98.61 |
| 65 | Systems Engineer | \$118.00 | \$82.15 |

| LABOR CATEGORY | | CONTRACTOR SITE | GOV'T SITE |
|-----------------------|---------------------------------------|------------------------|-------------------|
| | | RATE | RATE |
| L. | Database Management | | |
| 66 | Senior Database Management Specialist | \$212.39 | \$147.91 |
| 67 | Database Analyst | \$200.59 | \$139.71 |
| M. | Network Management | | |
| 68 | Database Manager | \$188.79 | \$131.45 |
| 69 | Database Management Specialist | \$176.98 | \$123.26 |
| 70 | Senior Database Manager | \$165.18 | \$115.05 |
| 71 | Junior Database Manager | \$153.39 | \$106.81 |
| 72 | Communications Network Manger II | \$235.98 | \$164.30 |
| 73 | Communications Network Specialist II | \$224.19 | \$156.10 |
| 74 | Communications Network Specialist I | \$212.39 | \$147.91 |
| 75 | Communications Network Manger I | \$200.59 | \$139.71 |
| 76 | Senior Network Engineer II | \$188.79 | \$131.45 |
| 77 | Senior Network Engineer I | \$176.98 | \$123.26 |
| 78 | Network Engineer | \$165.18 | \$115.05 |
| 79 | Network Installation Technician IV | \$153.39 | \$106.81 |
| 80 | Junior Network Engineer II | \$141.59 | \$98.61 |
| 81 | Network Installation Technician III | \$129.80 | \$90.39 |
| 82 | Junior Network Engineer I | \$118.00 | \$82.15 |
| 83 | Network Installation Technician II | \$106.20 | \$73.95 |
| 84 | Network Installation Technician I | \$94.41 | \$65.74 |
| N. | LAN Management | | |
| 85 | LAN Reconfiguration Engineer | \$153.39 | \$106.81 |
| 86 | LAN Manager | \$141.59 | \$96.68 |

| LABOR CATEGORY | | CONTRACTOR SITE RATE | GOV'T SITE RATE |
|-----------------------|--|---------------------------------|----------------------------|
| O. | Systems Administration | | |
| 87 | Systems Administrator IV | \$176.98 | \$123.26 |
| 88 | System Administration /Operator | \$165.18 | \$115.05 |
| 89 | Systems Administrator III | \$153.39 | \$106.81 |
| 90 | Systems Administrator II | \$141.59 | \$98.61 |
| 91 | Systems Administrator I | \$129.80 | \$90.39 |
| 92 | System Operator II | \$94.41 | \$65.74 |
| 93 | System Operator I | \$82.61 | \$57.52 |
| P. | Quality Assurance | | |
| 94 | Quality Assurance Manager II | \$188.79 | \$131.45 |
| 95 | Quality Assurance Manager I | \$176.98 | \$123.26 |
| 96 | Quality Assurance Specialist | \$165.18 | \$115.05 |
| 97 | Quality Assurance Analyst II | \$153.39 | \$106.81 |
| 98 | Quality Assurance Analyst I | \$141.59 | \$98.61 |
| 99 | Configuration Management Manager | \$129.80 | \$90.39 |
| Q. | Microcomputer/Multimedia Support Specialist | | |
| 100 | Multimedia Technical Support Manager | \$170.18 | \$118.41 |
| 101 | Multimedia Services Manager | \$158.84 | \$110.63 |
| 102 | Multimedia Videographer II | \$147.49 | \$102.70 |
| 103 | Multimedia Videographer I | \$136.15 | \$94.81 |
| 104 | Multimedia Software Engineer II | \$124.81 | \$86.91 |
| 105 | Multimedia Software Engineer I | \$113.46 | \$78.99 |
| 106 | Multimedia Audio Visual Technician II | \$102.12 | \$71.10 |
| 107 | Multimedia Audio Visual Technician I | \$90.77 | \$63.22 |
| R. | Communication Software Specialists | | |
| 108 | Communications Software Specialist IV | \$165.18 | \$115.05 |
| 109 | Communications Specialist | \$153.39 | \$106.81 |
| 110 | Communications Software Specialist III | \$141.59 | \$98.61 |
| 111 | Communications Software Specialist II | \$129.80 | \$90.39 |

| | | CONTRACTOR SITE | | GOV'T SITE |
|-----------|---|------------------------|--|-------------------|
| | LABOR CATEGORY | RATE | | RATE |
| S. | Programmers | | | |
| 112 | System Programmer II | \$200.59 | | \$139.71 |
| 113 | System Programmer I | \$188.79 | | \$131.45 |
| 114 | Applications Programmer III | \$176.98 | | \$123.26 |
| 115 | Applications Programmer II | \$165.18 | | \$115.05 |
| 116 | Junior Applications Programmer | \$153.39 | | \$106.81 |
| 117 | Applications Programmer I | \$141.59 | | \$98.61 |
| 118 | Programmer III | \$129.80 | | \$90.39 |
| 119 | Programmer II | \$118.00 | | \$82.15 |
| 120 | Programmer I | \$106.20 | | \$73.95 |
| 121 | Junior Information System Specialist | \$94.41 | | \$65.74 |
| | | | | |
| T. | Business Process Reengineering Specialists | | | |
| 122 | Principal BPR Specialist II | \$212.39 | | \$147.91 |
| 123 | Principal BPR Specialist I | \$200.59 | | \$139.71 |
| 124 | Senior BPR Specialist II | \$188.79 | | \$131.45 |
| 125 | Senior BPR Specialist I | \$176.98 | | \$123.26 |
| | | | | |
| U. | Specialists | | | |
| 126 | Specialist II | \$424.77 | | \$295.81 |
| 127 | Specialist I | \$377.58 | | \$262.93 |
| | | | | |
| V. | Help Desk Support / Desktop Support | | | |
| 128 | User Services Lead Analyst | \$176.98 | | \$123.26 |
| 129 | Help Desk Manager II | \$153.39 | | \$106.81 |
| 130 | Help Desk Specialist II | \$129.80 | | \$90.39 |
| 131 | Help Desk Manager I | \$106.20 | | \$73.95 |
| 132 | Help Desk Specialist I | \$82.61 | | \$57.52 |
| 133 | Desktop Support Technician II | \$89.58 | | \$62.38 |
| 134 | Desktop Support Technician I | \$74.00 | | \$51.53 |

| | | CONTRACTOR SITE | | GOV'T SITE |
|-----------|--|-----------------|--|------------|
| | LABOR CATEGORY | | | RATE |
| | | | | |
| W. | Technical Writer | | | |
| | | | | |
| 135 | Technical Writer IV | \$129.81 | | \$81.92 |
| 136 | Technical Writer III | \$118.00 | | \$82.15 |
| 137 | Technical Writer II | \$106.20 | | \$73.95 |
| 138 | Technical Writer I | \$94.41 | | \$65.74 |
| | | | | |
| X. | Business Operations | | | |
| | | | | |
| 139 | Program Administration Specialist | \$212.39 | | \$147.91 |
| 140 | Business Manager | \$176.98 | | \$123.26 |
| 141 | Contract Specialist III | \$165.18 | | \$115.05 |
| 142 | Contract Specialist II | \$153.39 | | \$106.81 |
| 143 | Contract Specialist I | \$141.59 | | \$98.61 |
| 144 | Project Control Specialist | \$129.80 | | \$90.39 |
| | | | | |
| Y. | Microcomputer Support Specialist | | | |
| | | | | |
| 145 | Senior Information Systems Administrative Specialist | \$94.41 | | \$65.74 |
| 146 | Administration Support and Graphics Specialist II | \$87.31 | | \$60.80 |
| 147 | Information System Administration Specialist | \$82.61 | | \$57.52 |
| 148 | Graphics Specialist | \$75.52 | | \$52.58 |
| 149 | Administration Support and Graphics Specialist I | \$70.81 | | \$49.30 |
| | | | | |
| Z. | Administrative Support | | | |
| | | | | |
| 150 | Contract Administrative Specialist | \$94.41 | | \$65.74 |
| 151 | Administrative Assistant III | \$82.61 | | \$57.52 |
| 152 | Administrative Assistant II | \$70.81 | | \$49.30 |
| 153 | Administrative Assistant I | \$61.35 | | \$42.72 |
| 154 | Data Entry Clerk III | \$58.99 | | \$41.09 |
| 155 | Data Entry Clerk II | \$54.28 | | \$37.82 |
| 156 | Data Entry Clerk I | \$51.93 | | \$36.16 |

YEAR 17

| LABOR CATEGORY | | CONTRACTOR SITE RATE | GOV'T SITE RATE |
|----------------|-----------------------------------|----------------------|-----------------|
| | | | |
| | <i>PROPOSED RATES</i> | | |
| | | | |
| | YEAR 17 11.19.16 - 11.18.17 | | |
| | | | |
| A. | Program Management | | |
| | | | |
| 1 | Program Manager IV | \$240.70 | \$167.59 |
| 2 | Program Manager III | \$228.67 | \$159.22 |
| 3 | Program Manager II | \$216.64 | \$150.87 |
| 4 | Program Manager I | \$204.60 | \$142.50 |
| | | | |
| B. | Project Management | | |
| | | | |
| 5 | Project Manager III | \$216.64 | \$150.87 |
| 6 | Project Manager II | \$204.60 | \$142.50 |
| 7 | Project Manager I | \$192.57 | \$134.08 |
| 8 | Task Order Project Manager | \$180.52 | \$125.73 |
| 9 | Task Order Leader | \$168.49 | \$117.35 |
| | | | |
| C. | Application Engineers | | |
| | | | |
| 10 | Senior Application Engineer II | \$180.52 | \$125.73 |
| 11 | Senior Application Engineer I | \$168.49 | \$117.35 |
| 12 | Application Engineer II | \$156.45 | \$108.95 |
| 13 | Application Engineer I | \$144.42 | \$100.58 |
| | | | |
| D. | Information Engineers | | |
| | | | |
| 14 | Principal Information Engineer II | \$216.64 | \$150.87 |
| 15 | Principal Information Engineer I | \$204.60 | \$142.50 |
| 16 | Senior Information Engineer III | \$192.57 | \$134.08 |
| 17 | Senior Information Engineer II | \$180.52 | \$125.73 |
| 18 | Senior Information Engineer I | \$168.49 | \$117.35 |
| 19 | Information Engineer | \$156.45 | \$108.95 |
| | | | |

| LABOR CATEGORY | | CONTRACTOR SITE | GOV'T SITE |
|-----------------------|---|------------------------|-------------------|
| | | RATE | RATE |
| E. | Information Security | | |
| 20 | Senior Communications Security Engineer | \$228.67 | \$159.22 |
| 21 | Senior Computer Security Systems Specialist | \$216.64 | \$150.87 |
| 22 | Computer/Telecommunications Security Specialist | \$204.60 | \$142.50 |
| 23 | Computer Security Systems Specialist | \$192.57 | \$134.08 |
| 24 | Senior Telecommunications Specialist | \$180.52 | \$125.73 |
| 25 | Senior Telecommunications Technician | \$168.49 | \$117.35 |
| 26 | Telecommunications/Security Specialist | \$156.45 | \$108.95 |
| 27 | Telecommunications/Security Technician | \$144.42 | \$100.58 |
| 28 | Junior Telecommunications/Security Specialist | \$132.40 | \$92.20 |
| F. | Analysts | | |
| 29 | Lead Analyst (Engineer III) | \$276.82 | \$181.15 |
| 30 | Senior Analyst (Engineer II) | \$240.70 | \$167.59 |
| 31 | Senior Systems Engineer/Analyst | \$233.49 | \$162.58 |
| 32 | Lead Analyst (Information Security) | \$216.64 | \$150.87 |
| 33 | Systems Engineer/Analyst | \$204.60 | \$142.50 |
| 34 | Senior Analyst (Information Security) | \$192.57 | \$134.08 |
| 35 | Analyst | \$180.52 | \$125.73 |
| 36 | Senior Information Systems Specialist | \$168.49 | \$117.35 |
| 37 | Information System Specialist | \$156.45 | \$108.95 |
| G. | Computer Systems Analysts | | |
| 38 | Computer Systems Analyst IV | \$216.64 | \$150.87 |
| 39 | Computer Systems Analyst III | \$204.60 | \$142.50 |
| 40 | Computer Systems Analyst II | \$192.57 | \$134.08 |
| 41 | Computer Systems Analyst I | \$180.52 | \$125.73 |
| 42 | Junior Computer Systems Analyst III | \$144.42 | \$100.58 |
| 43 | Junior Computer Systems Analyst II | \$108.33 | \$75.43 |
| 44 | Junior Computer Systems Analyst I | \$96.29 | \$67.05 |

| LABOR CATEGORY | | CONTRACTOR SITE | GOV'T SITE |
|-----------------------|---------------------------------|------------------------|-------------------|
| | | RATE | RATE |
| H. | Functional Analysts | | |
| 45 | Senior Functional Analyst III | \$156.45 | \$108.95 |
| 46 | Senior Functional Analyst II | \$144.42 | \$100.58 |
| 47 | Senior Functional Analyst I | \$132.40 | \$92.20 |
| 48 | Functional Analyst | \$120.36 | \$83.79 |
| 49 | Junior Functional Analyst | \$108.33 | \$75.43 |
| I. | Systems Architect | | |
| 50 | Principal Systems Architect II | \$216.64 | \$150.87 |
| 51 | Principal Systems Architect I | \$204.60 | \$142.50 |
| 52 | Senior Systems Architect | \$180.52 | \$125.73 |
| J. | Software Engineering | | |
| 53 | Senior Software Engineer | \$192.57 | \$134.08 |
| 54 | Software Systems Specialist | \$180.52 | \$125.73 |
| 55 | Software Engineer II | \$168.49 | \$117.35 |
| 56 | Software Technical Support | \$144.42 | \$100.58 |
| 57 | Software Engineer I | \$132.40 | \$92.20 |
| K. | Systems Engineering | | |
| 58 | Senior Systems Engineer/Analyst | \$204.60 | \$142.50 |
| 59 | Lead Systems Engineer | \$192.57 | \$134.08 |
| 60 | Systems Engineer/Analyst | \$180.52 | \$125.73 |
| 61 | Systems Engineer II | \$168.49 | \$117.35 |
| 62 | Systems Engineer I | \$156.45 | \$108.95 |
| 63 | Systems Specialist | \$151.65 | \$105.58 |
| 64 | Senior Systems Engineer | \$144.42 | \$100.58 |
| 65 | Systems Engineer | \$120.36 | \$83.79 |

| LABOR CATEGORY | | CONTRACTOR SITE | GOV'T SITE |
|-----------------------|---------------------------------------|------------------------|-------------------|
| | | RATE | RATE |
| L. | Database Management | | |
| 66 | Senior Database Management Specialist | \$216.64 | \$150.87 |
| 67 | Database Analyst | \$204.60 | \$142.50 |
| 68 | Database Manager | \$192.57 | \$134.08 |
| 69 | Database Management Specialist | \$180.52 | \$125.73 |
| 70 | Senior Database Manager | \$168.49 | \$117.35 |
| 71 | Junior Database Manager | \$156.45 | \$108.95 |
| M. | Network Management | | |
| 72 | Communications Network Manger II | \$240.70 | \$167.59 |
| 73 | Communications Network Specialist II | \$228.67 | \$159.22 |
| 74 | Communications Network Specialist I | \$216.64 | \$150.87 |
| 75 | Communications Network Manger I | \$204.60 | \$142.50 |
| 76 | Senior Network Engineer II | \$192.57 | \$134.08 |
| 77 | Senior Network Engineer I | \$180.52 | \$125.73 |
| 78 | Network Engineer | \$168.49 | \$117.35 |
| 79 | Network Installation Technician IV | \$156.45 | \$108.95 |
| 80 | Junior Network Engineer II | \$144.42 | \$100.58 |
| 81 | Network Installation Technician III | \$132.40 | \$92.20 |
| 82 | Junior Network Engineer I | \$120.36 | \$83.79 |
| 83 | Network Installation Technician II | \$108.33 | \$75.43 |
| 84 | Network Installation Technician I | \$96.29 | \$67.05 |
| N. | LAN Management | | |
| 85 | LAN Reconfiguration Engineer | \$156.45 | \$108.95 |
| 86 | LAN Manager | \$144.42 | \$98.61 |
| O. | Systems Administration | | |
| 87 | Systems Administrator IV | \$180.52 | \$125.73 |
| 88 | System Administration /Operator | \$168.49 | \$117.35 |
| 89 | Systems Administrator III | \$156.45 | \$108.95 |

| LABOR CATEGORY | | CONTRACTOR SITE | GOV'T SITE |
|-----------------------|--|------------------------|-------------------|
| | | RATE | RATE |
| 90 | Systems Administrator II | \$144.42 | \$100.58 |
| 91 | Systems Administrator I | \$132.40 | \$92.20 |
| 92 | System Operator II | \$96.29 | \$67.05 |
| 93 | System Operator I | \$84.26 | \$58.67 |
| | | | |
| P. | Quality Assurance | | |
| | | | |
| 94 | Quality Assurance Manager II | \$192.57 | \$134.08 |
| 95 | Quality Assurance Manager I | \$180.52 | \$125.73 |
| 96 | Quality Assurance Specialist | \$168.49 | \$117.35 |
| 97 | Quality Assurance Analyst II | \$156.45 | \$108.95 |
| 98 | Quality Assurance Analyst I | \$144.42 | \$100.58 |
| 99 | Configuration Management Manager | \$132.40 | \$92.20 |
| | | | |
| Q. | Microcomputer/Multimedia Support Specialist | | |
| | | | |
| 100 | Multimedia Technical Support Manager | \$173.58 | \$120.78 |
| 101 | Multimedia Services Manager | \$162.01 | \$112.84 |
| 102 | Multimedia Videographer II | \$150.44 | \$104.75 |
| 103 | Multimedia Videographer I | \$138.87 | \$96.71 |
| 104 | Multimedia Software Engineer II | \$127.30 | \$88.65 |
| 105 | Multimedia Software Engineer I | \$115.72 | \$80.57 |
| 106 | Multimedia Audio Visual Technician II | \$104.16 | \$72.52 |
| 107 | Multimedia Audio Visual Technician I | \$92.59 | \$64.48 |
| | | | |
| R. | Communication Software Specialists | | |
| | | | |
| 108 | Communications Software Specialist IV | \$168.49 | \$117.35 |
| 109 | Communications Specialist | \$156.45 | \$108.95 |
| 110 | Communications Software Specialist III | \$144.42 | \$100.58 |
| 111 | Communications Software Specialist II | \$132.40 | \$92.20 |
| | | | |

| LABOR CATEGORY | | CONTRACTOR SITE | GOV'T SITE |
|-----------------------|---|------------------------|-------------------|
| | | RATE | RATE |
| S. | Programmers | | |
| 112 | System Programmer II | \$204.60 | \$142.50 |
| 113 | System Programmer I | \$192.57 | \$134.08 |
| 114 | Applications Programmer III | \$180.52 | \$125.73 |
| 115 | Applications Programmer II | \$168.49 | \$117.35 |
| 116 | Junior Applications Programmer | \$156.45 | \$108.95 |
| 117 | Applications Programmer I | \$144.42 | \$100.58 |
| 118 | Programmer III | \$132.40 | \$92.20 |
| 119 | Programmer II | \$120.36 | \$83.79 |
| 120 | Programmer I | \$108.33 | \$75.43 |
| 121 | Junior Information System Specialist | \$96.29 | \$67.05 |
| T. | Business Process Reengineering Specialists | | |
| 122 | Principal BPR Specialist II | \$216.64 | \$150.70 |
| 123 | Principal BPR Specialist I | \$204.60 | \$142.34 |
| 124 | Senior BPR Specialist II | \$192.57 | \$133.92 |
| 125 | Senior BPR Specialist I | \$180.52 | \$125.89 |
| U. | Specialists | | |
| 126 | Specialist II | \$433.27 | \$301.73 |
| 127 | Specialist I | \$385.13 | \$268.19 |
| V. | Help Desk Support / Desktop Support | | |
| 128 | User Services Lead Analyst | \$180.52 | \$125.73 |
| 129 | Help Desk Manager II | \$156.45 | \$108.95 |
| 130 | Help Desk Specialist II | \$132.40 | \$92.20 |
| 131 | Help Desk Manager I | \$108.33 | \$75.43 |
| 132 | Help Desk Specialist I | \$84.26 | \$58.67 |
| 133 | Desktop Support Technician II | \$91.37 | \$63.63 |
| 134 | Desktop Support Technician I | \$75.48 | \$52.56 |

| LABOR CATEGORY | | CONTRACTOR SITE | GOV'T SITE |
|-----------------------|--|------------------------|-------------------|
| | | RATE | RATE |
| W. | Technical Writer | | |
| 135 | Technical Writer IV | \$132.40 | \$92.20 |
| 136 | Technical Writer III | \$120.36 | \$83.79 |
| 137 | Technical Writer II | \$108.33 | \$75.43 |
| 138 | Technical Writer I | \$96.29 | \$67.05 |
| | | | |
| | | | |
| X. | Business Operations | | |
| 139 | Program Administration Specialist | \$216.64 | \$150.87 |
| 140 | Business Manager | \$180.52 | \$125.73 |
| 141 | Contract Specialist III | \$168.49 | \$117.35 |
| 142 | Contract Specialist II | \$156.45 | \$108.95 |
| 143 | Contract Specialist I | \$144.42 | \$100.58 |
| 144 | Project Control Specialist | \$132.40 | \$92.20 |
| | | | |
| Y. | Microcomputer Support Specialist | | |
| 145 | Senior Information Systems Administrative Specialist | \$96.29 | \$67.05 |
| 146 | Administration Support and Graphics Specialist II | \$89.06 | \$62.02 |
| 147 | Information System Administration Specialist | \$84.26 | \$58.67 |
| 148 | Graphics Specialist | \$77.03 | \$53.63 |
| 149 | Administration Support and Graphics Specialist I | \$72.23 | \$50.29 |
| | | | |
| Z. | Administrative Support | | |
| 150 | Contract Administrative Specialist | \$96.29 | \$67.05 |
| 151 | Administrative Assistant III | \$84.26 | \$58.67 |
| 152 | Administrative Assistant II | \$72.23 | \$50.29 |
| 153 | Administrative Assistant I | \$62.58 | \$43.57 |
| 154 | Data Entry Clerk III | \$60.17 | \$41.91 |
| 155 | Data Entry Clerk II | \$55.36 | \$38.58 |
| 156 | Data Entry Clerk I | \$52.96 | \$36.88 |

YEAR 18

| LABOR CATEGORY | | CONTRACTOR SITE RATE | GOV'T SITE RATE |
|----------------|-----------------------------------|-------------------------|--------------------|
| | | | |
| | <i>PROPOSED RATES</i> | | |
| | | | |
| | YEAR 18 11.19.18 - 11.18.19 | | |
| | | | |
| A. | Program Management | | |
| | | | |
| 1 | Program Manager IV | \$250.43 | \$174.36 |
| 2 | Program Manager III | \$237.91 | \$165.65 |
| 3 | Program Manager II | \$225.39 | \$156.97 |
| 4 | Program Manager I | \$212.87 | \$148.26 |
| | | | |
| B. | Project Management | | |
| | | | |
| 5 | Project Manager III | \$225.39 | \$156.97 |
| 6 | Project Manager II | \$212.87 | \$148.26 |
| 7 | Project Manager I | \$200.35 | \$139.50 |
| 8 | Task Order Project Manager | \$187.82 | \$130.80 |
| 9 | Task Order Leader | \$175.29 | \$122.09 |
| | | | |
| C. | Application Engineers | | |
| | | | |
| 10 | Senior Application Engineer II | \$187.82 | \$130.80 |
| 11 | Senior Application Engineer I | \$175.29 | \$122.09 |
| 12 | Application Engineer II | \$162.77 | \$113.35 |
| 13 | Application Engineer I | \$150.25 | \$104.64 |
| | | | |
| D. | Information Engineers | | |
| | | | |
| 14 | Principal Information Engineer II | \$225.39 | \$156.97 |
| 15 | Principal Information Engineer I | \$212.87 | \$148.26 |
| 16 | Senior Information Engineer III | \$200.35 | \$139.50 |
| 17 | Senior Information Engineer II | \$187.82 | \$130.80 |
| 18 | Senior Information Engineer I | \$175.29 | \$122.09 |
| 19 | Information Engineer | \$162.77 | \$113.35 |
| | | | |

| LABOR CATEGORY | | CONTRACTOR SITE | GOV'T SITE |
|-----------------------|---|------------------------|-------------------|
| | | RATE | RATE |
| E. | Information Security | | |
| 20 | Senior Communications Security Engineer | \$237.91 | \$165.65 |
| 21 | Senior Computer Security Systems Specialist | \$225.39 | \$156.97 |
| 22 | Computer/Telecommunications Security Specialist | \$212.87 | \$148.26 |
| 23 | Computer Security Systems Specialist | \$200.35 | \$139.50 |
| 24 | Senior Telecommunications Specialist | \$187.82 | \$130.80 |
| 25 | Senior Telecommunications Technician | \$175.29 | \$122.09 |
| 26 | Telecommunications/Security Specialist | \$162.77 | \$113.35 |
| 27 | Telecommunications/Security Technician | \$150.25 | \$104.64 |
| 28 | Junior Telecommunications/Security Specialist | \$137.75 | \$95.92 |
| F. | Analysts | | |
| 29 | Lead Analyst (Engineer III) | \$288.00 | \$188.47 |
| 30 | Senior Analyst (Engineer II) | \$250.43 | \$174.36 |
| 31 | Senior Systems Engineer/Analyst | \$242.92 | \$169.15 |
| 32 | Lead Analyst (Information Security) | \$225.39 | \$156.97 |
| 33 | Systems Engineer/Analyst | \$212.87 | \$148.26 |
| 34 | Senior Analyst (Information Security) | \$200.35 | \$139.50 |
| 35 | Analyst | \$187.82 | \$130.80 |
| 36 | Senior Information Systems Specialist | \$175.29 | \$122.09 |
| 37 | Information System Specialist | \$162.77 | \$113.35 |
| G. | Computer Systems Analysts | | |
| 38 | Computer Systems Analyst IV | \$225.39 | \$156.97 |
| 39 | Computer Systems Analyst III | \$212.87 | \$148.26 |
| 40 | Computer Systems Analyst II | \$200.35 | \$139.50 |
| 41 | Computer Systems Analyst I | \$187.82 | \$130.80 |
| 42 | Junior Computer Systems Analyst III | \$150.25 | \$104.64 |
| 43 | Junior Computer Systems Analyst II | \$112.70 | \$78.48 |
| 44 | Junior Computer Systems Analyst I | \$100.18 | \$69.76 |

| LABOR CATEGORY | | CONTRACTOR SITE | GOV'T SITE |
|-----------------------|---------------------------------|------------------------|-------------------|
| | | RATE | RATE |
| H. | Functional Analysts | | |
| 45 | Senior Functional Analyst III | \$162.77 | \$113.35 |
| 46 | Senior Functional Analyst II | \$150.25 | \$104.64 |
| 47 | Senior Functional Analyst I | \$137.75 | \$95.92 |
| 48 | Functional Analyst | \$125.22 | \$87.18 |
| 49 | Junior Functional Analyst | \$112.70 | \$78.48 |
| I. | Systems Architect | | |
| 50 | Principal Systems Architect II | \$225.39 | \$156.97 |
| 51 | Principal Systems Architect I | \$212.87 | \$148.26 |
| 52 | Senior Systems Architect | \$187.82 | \$130.80 |
| J. | Software Engineering | | |
| 53 | Senior Software Engineer | \$200.35 | \$139.50 |
| 54 | Software Systems Specialist | \$187.82 | \$130.80 |
| 55 | Software Engineer II | \$175.29 | \$122.09 |
| 56 | Software Technical Support | \$150.25 | \$104.64 |
| 57 | Software Engineer I | \$137.75 | \$95.92 |
| K. | Systems Engineering | | |
| 58 | Senior Systems Engineer/Analyst | \$212.87 | \$148.26 |
| 59 | Lead Systems Engineer | \$200.35 | \$139.50 |
| 60 | Systems Engineer/Analyst | \$187.82 | \$130.80 |
| 61 | Systems Engineer II | \$175.29 | \$122.09 |
| 62 | Systems Engineer I | \$162.77 | \$113.35 |
| 63 | Systems Specialist | \$157.77 | \$109.84 |
| 64 | Senior Systems Engineer | \$150.25 | \$104.64 |
| 65 | Systems Engineer | \$125.22 | \$87.18 |

| LABOR CATEGORY | | CONTRACTOR SITE | GOV'T SITE |
|-----------------------|---------------------------------------|------------------------|-------------------|
| | | RATE | RATE |
| L. | Database Management | | |
| 66 | Senior Database Management Specialist | \$225.39 | \$156.97 |
| 67 | Database Analyst | \$212.87 | \$148.26 |
| 68 | Database Manager | \$200.35 | \$139.50 |
| 69 | Database Management Specialist | \$187.82 | \$130.80 |
| 70 | Senior Database Manager | \$175.29 | \$122.09 |
| 71 | Junior Database Manager | \$162.77 | \$113.35 |
| M. | Network Management | | |
| 72 | Communications Network Manger II | \$ 250.43 | \$174.36 |
| 73 | Communications Network Specialist II | \$237.91 | \$165.65 |
| 74 | Communications Network Specialist I | \$225.39 | \$156.97 |
| 75 | Communications Network Manger I | \$212.87 | \$148.26 |
| 76 | Senior Network Engineer II | \$200.35 | \$139.50 |
| 77 | Senior Network Engineer I | \$187.82 | \$130.80 |
| 78 | Network Engineer | \$175.29 | \$122.09 |
| 79 | Network Installation Technician IV | \$162.77 | \$113.35 |
| 80 | Junior Network Engineer II | \$150.25 | \$104.64 |
| 81 | Network Installation Technician III | \$137.75 | \$95.92 |
| 82 | Junior Network Engineer I | \$125.22 | \$87.18 |
| 83 | Network Installation Technician II | \$112.70 | \$78.48 |
| 84 | Network Installation Technician I | \$100.18 | \$69.76 |
| N. | LAN Management | | |
| 85 | LAN Reconfiguration Engineer | \$162.77 | \$113.35 |
| 86 | LAN Manager | \$150.25 | \$102.59 |
| O. | Systems Administration | | |
| 87 | Systems Administrator IV | \$187.82 | \$130.80 |
| 88 | System Administration /Operator | \$175.29 | \$122.09 |
| 89 | Systems Administrator III | \$162.77 | \$113.35 |

| LABOR CATEGORY | | CONTRACTOR SITE | GOV'T SITE |
|-----------------------|--|------------------------|-------------------|
| | | RATE | RATE |
| 90 | Systems Administrator II | \$150.25 | \$104.64 |
| 91 | Systems Administrator I | \$137.75 | \$95.92 |
| 92 | System Operator II | \$100.18 | \$69.76 |
| 93 | System Operator I | \$87.66 | \$61.04 |
| | | | |
| P. | Quality Assurance | | |
| | | | |
| 94 | Quality Assurance Manager II | \$200.35 | \$139.50 |
| 95 | Quality Assurance Manager I | \$187.82 | \$130.80 |
| 96 | Quality Assurance Specialist | \$175.29 | \$122.09 |
| 97 | Quality Assurance Analyst II | \$162.77 | \$113.35 |
| 98 | Quality Assurance Analyst I | \$150.25 | \$104.64 |
| 99 | Configuration Management Manager | \$137.75 | \$95.92 |
| | | | |
| Q. | Microcomputer/Multimedia Support Specialist | | |
| | | | |
| 100 | Multimedia Technical Support Manager | \$180.59 | \$125.66 |
| 101 | Multimedia Services Manager | \$168.56 | \$117.40 |
| 102 | Multimedia Videographer II | \$156.51 | \$108.99 |
| 103 | Multimedia Videographer I | \$144.48 | \$100.61 |
| 104 | Multimedia Software Engineer II | \$132.45 | \$92.23 |
| 105 | Multimedia Software Engineer I | \$120.40 | \$83.82 |
| 106 | Multimedia Audio Visual Technician II | \$108.37 | \$75.45 |
| 107 | Multimedia Audio Visual Technician I | \$96.33 | \$67.09 |
| | | | |
| R. | Communication Software Specialists | | |
| | | | |
| 108 | Communications Software Specialist IV | \$175.29 | \$122.09 |
| 109 | Communications Specialist | \$162.77 | \$113.35 |
| 110 | Communications Software Specialist III | \$150.25 | \$104.64 |
| 111 | Communications Software Specialist II | \$137.75 | \$95.92 |
| | | | |

| LABOR CATEGORY | | CONTRACTOR SITE | GOV'T SITE |
|-----------------------|---|------------------------|-------------------|
| | | RATE | RATE |
| S. | Programmers | | |
| 112 | System Programmer II | \$212.87 | \$148.26 |
| 113 | System Programmer I | \$200.35 | \$139.50 |
| 114 | Applications Programmer III | \$187.82 | \$130.80 |
| 115 | Applications Programmer II | \$175.29 | \$122.09 |
| 116 | Junior Applications Programmer | \$162.77 | \$113.35 |
| 117 | Applications Programmer I | \$150.25 | \$104.64 |
| 118 | Programmer III | \$137.75 | \$95.92 |
| 119 | Programmer II | \$125.22 | \$87.18 |
| 120 | Programmer I | \$112.70 | \$78.48 |
| 121 | Junior Information System Specialist | \$100.18 | \$69.76 |
| | | | |
| T. | Business Process Reengineering Specialists | | |
| 122 | Principal BPR Specialist II | \$229.90 | \$ 159.92 |
| 123 | Principal BPR Specialist I | \$217.13 | \$152.00 |
| 124 | Senior BPR Specialist II | \$204.36 | \$142.12 |
| 125 | Senior BPR Specialist I | \$191.58 | \$133.60 |
| | | | |
| U. | Specialists | | |
| 126 | Specialist II | \$450.77 | \$313.92 |
| 127 | Specialist I | \$400.69 | \$279.02 |
| | | | |
| V. | Help Desk Support / Desktop Support | | |
| 128 | User Services Lead Analyst | \$187.82 | \$130.80 |
| 129 | Help Desk Manager II | \$162.77 | \$113.35 |
| 130 | Help Desk Specialist II | \$137.75 | \$ 95.92 |
| 131 | Help Desk Manager I | \$112.70 | \$ 78.48 |
| 132 | Help Desk Specialist I | \$87.66 | \$ 61.04 |
| 133 | Desktop Support Technician II | \$95.06 | \$ 66.20 |

| LABOR CATEGORY | | CONTRACTOR SITE | GOV'T SITE |
|-----------------------|--|------------------------|-------------------|
| | | RATE | RATE |
| W. | Technical Writer | | |
| 134 | Desktop Support Technician I | \$ 78.53 | \$ 54.68 |
| 135 | Technical Writer IV | \$137.75 | \$ 95.92 |
| 136 | Technical Writer III | \$125.22 | \$ 87.18 |
| 137 | Technical Writer II | \$ 12.70 | \$ 78.48 |
| 138 | Technical Writer I | \$100.18 | \$ 69.76 |
| X. | Business Operations | | |
| 139 | Program Administration Specialist | \$225.39 | \$ 156.97 |
| 140 | Business Manager | \$187.82 | \$ 130.80 |
| 141 | Contract Specialist III | \$175.29 | \$ 122.09 |
| 142 | Contract Specialist II | \$162.77 | \$ 113.35 |
| 143 | Contract Specialist I | \$150.25 | \$ 104.64 |
| 144 | Project Control Specialist | \$137.75 | \$ 95.92 |
| Y. | Microcomputer Support Specialist | | |
| 145 | Senior Information Systems Administrative Specialist | \$100.18 | \$ 69.76 |
| 146 | Administration Support and Graphics Specialist II | \$92.65 | \$ 64.53 |
| 147 | Information System Administration Specialist | \$87.66 | \$ 61.04 |
| 148 | Graphics Specialist | \$80.15 | \$55.79 |
| 149 | Administration Support and Graphics Specialist I | \$75.14 | \$52.33 |
| Z. | Administrative Support | | |
| 150 | Contract Administrative Specialist | \$ 100.18 | \$ 69.76 |
| 151 | Administrative Assistant III | \$87.66 | \$ 61.04 |
| 152 | Administrative Assistant II | \$75.14 | \$ 52.33 |
| 153 | Administrative Assistant I | \$65.11 | \$ 45.33 |
| 154 | Data Entry Clerk III | \$62.60 | \$ 43.61 |
| 155 | Data Entry Clerk II | \$57.60 | \$ 40.14 |
| 156 | Data Entry Clerk I | \$55.10 | \$ 38.37 |

YEAR 19

| LABOR CATEGORY | | CONTRACTOR SITE RATE | GOV'T SITE RATE |
|----------------|------------------------------------|-------------------------|--------------------|
| | | | |
| | <i>PROPOSED RATES</i> | | |
| | | | |
| | YEAR 19 11.19.19 - 11.18.20 | | |
| | | | |
| A. | Program Management | | |
| | | | |
| 1 | Program Manager IV | \$255.44 | \$177.85 |
| 2 | Program Manager III | \$242.67 | \$168.96 |
| 3 | Program Manager II | \$229.89 | \$160.11 |
| 4 | Program Manager I | \$217.12 | \$151.23 |
| | | | |
| B. | Project Management | | |
| | | | |
| 5 | Project Manager III | \$229.89 | \$160.11 |
| 6 | Project Manager II | \$217.12 | \$151.23 |
| 7 | Project Manager I | \$204.35 | \$142.29 |
| 8 | Task Order Project Manager | \$191.57 | \$133.42 |
| 9 | Task Order Leader | \$178.80 | \$124.53 |
| | | | |
| C. | Application Engineers | | |
| | | | |
| 10 | Senior Application Engineer II | \$191.57 | \$133.42 |
| 11 | Senior Application Engineer I | \$178.80 | \$124.53 |
| 12 | Application Engineer II | \$166.03 | \$115.62 |
| 13 | Application Engineer I | \$153.26 | \$106.73 |
| | | | |
| D. | Information Engineers | | |
| | | | |
| 14 | Principal Information Engineer II | \$229.89 | \$160.11 |
| 15 | Principal Information Engineer I | \$217.12 | \$151.23 |
| 16 | Senior Information Engineer III | \$204.35 | \$142.29 |
| 17 | Senior Information Engineer II | \$191.57 | \$133.42 |
| 18 | Senior Information Engineer I | \$178.80 | \$124.53 |
| 19 | Information Engineer | \$166.03 | \$115.62 |

| LABOR CATEGORY | | CONTRACTOR SITE | GOV'T SITE |
|-----------------------|---|------------------------|-------------------|
| | | RATE | RATE |
| E. | Information Security | | |
| 20 | Senior Communications Security Engineer | \$242.67 | \$168.96 |
| 21 | Senior Computer Security Systems Specialist | \$229.89 | \$160.11 |
| 22 | Computer/Telecommunications Security Specialist | \$217.12 | \$151.23 |
| 23 | Computer Security Systems Specialist | \$204.35 | \$142.29 |
| 24 | Senior Telecommunications Specialist | \$191.57 | \$133.42 |
| 25 | Senior Telecommunications Technician | \$178.80 | \$124.53 |
| 26 | Telecommunications/Security Specialist | \$166.03 | \$115.62 |
| 27 | Telecommunications/Security Technician | \$153.26 | \$106.73 |
| 28 | Junior Telecommunications/Security Specialist | \$140.50 | \$97.84 |
| F. | Analysts | | |
| 29 | Lead Analyst (Engineer III) | \$293.76 | \$192.24 |
| 30 | Senior Analyst (Engineer II) | \$255.44 | \$177.85 |
| 31 | Senior Systems Engineer/Analyst | \$247.78 | \$172.53 |
| 32 | Lead Analyst (Information Security) | \$229.89 | \$160.11 |
| 33 | Systems Engineer/Analyst | \$217.12 | \$151.23 |
| 34 | Senior Analyst (Information Security) | \$204.35 | \$142.29 |
| 35 | Analyst | \$191.57 | \$133.42 |
| 36 | Senior Information Systems Specialist | \$178.80 | \$124.53 |
| 37 | Information System Specialist | \$166.03 | \$115.57 |
| G. | Computer Systems Analysts | | |
| 38 | Computer Systems Analyst IV | \$217.12 | \$160.11 |
| 39 | Computer Systems Analyst III | \$204.35 | \$151.23 |
| 40 | Computer Systems Analyst II | \$191.57 | \$142.29 |
| 41 | Computer Systems Analyst I | \$153.26 | \$133.42 |
| 42 | Junior Computer Systems Analyst III | \$114.96 | \$106.73 |
| 43 | Junior Computer Systems Analyst II | \$102.19 | \$80.05 |
| 44 | Junior Computer Systems Analyst I | \$166.03 | \$71.16 |

| LABOR CATEGORY | | CONTRACTOR SITE | GOV'T SITE |
|-----------------------|---------------------------------|------------------------|-------------------|
| | | RATE | RATE |
| H. | Functional Analysts | | |
| 45 | Senior Functional Analyst III | \$153.26 | \$115.62 |
| 46 | Senior Functional Analyst II | \$140.50 | \$106.73 |
| 47 | Senior Functional Analyst I | \$127.73 | \$97.84 |
| 48 | Functional Analyst | \$114.96 | \$88.92 |
| 49 | Junior Functional Analyst | \$229.89 | \$80.05 |
| I. | Systems Architect | | |
| 50 | Principal Systems Architect II | \$217.12 | \$160.11 |
| 51 | Principal Systems Architect I | \$191.57 | \$151.23 |
| 52 | Senior Systems Architect | \$204.35 | \$133.42 |
| J. | Software Engineering | | |
| 53 | Senior Software Engineer | \$191.57 | \$142.29 |
| 54 | Software Systems Specialist | \$178.80 | \$133.42 |
| 55 | Software Engineer II | \$153.26 | \$124.53 |
| 56 | Software Technical Support | \$140.50 | \$106.73 |
| 57 | Software Engineer I | \$217.12 | \$97.84 |
| K. | Systems Engineering | | |
| 58 | Senior Systems Engineer/Analyst | \$204.35 | \$151.23 |
| 59 | Lead Systems Engineer | \$191.57 | \$142.29 |
| 60 | Systems Engineer/Analyst | \$178.80 | \$133.42 |
| 61 | Systems Engineer II | \$166.03 | \$124.53 |
| 62 | Systems Engineer I | \$160.93 | \$115.62 |
| 63 | Systems Specialist | \$153.26 | \$112.04 |
| 64 | Senior Systems Engineer | \$127.73 | \$106.73 |
| 65 | Systems Engineer | \$229.89 | \$88.92 |

| LABOR CATEGORY | | CONTRACTOR SITE | GOV'T SITE |
|-----------------------|---------------------------------------|------------------------|-------------------|
| | | RATE | RATE |
| L. | Database Management | | |
| 66 | Senior Database Management Specialist | \$217.12 | \$160.11 |
| 67 | Database Analyst | \$204.35 | \$151.23 |
| 68 | Database Manager | \$191.57 | \$142.29 |
| 69 | Database Management Specialist | \$178.80 | \$133.42 |
| 70 | Senior Database Manager | \$166.03 | \$124.53 |
| 71 | Junior Database Manager | \$255.44 | \$115.62 |
| M. | Network Management | | |
| 72 | Communications Network Manger II | \$242.67 | \$177.85 |
| 73 | Communications Network Specialist II | \$229.89 | \$168.96 |
| 74 | Communications Network Specialist I | \$217.12 | \$160.11 |
| 75 | Communications Network Manger I | \$204.35 | \$151.23 |
| 76 | Senior Network Engineer II | \$191.57 | \$142.29 |
| 77 | Senior Network Engineer I | \$178.80 | \$133.42 |
| 78 | Network Engineer | \$166.03 | \$124.53 |
| 79 | Network Installation Technician IV | \$153.26 | \$115.62 |
| 80 | Junior Network Engineer II | \$140.50 | \$106.73 |
| 81 | Network Installation Technician III | \$127.73 | \$97.84 |
| 82 | Junior Network Engineer I | \$114.96 | \$88.92 |
| 83 | Network Installation Technician II | \$102.19 | \$80.05 |
| 84 | Network Installation Technician I | \$166.03 | \$71.16 |
| N. | LAN Management | | |
| 85 | LAN Reconfiguration Engineer | \$153.26 | \$115.62 |
| 86 | LAN Manager | \$191.57 | \$104.64 |
| O. | Systems Administration | | |
| 87 | Systems Administrator IV | \$178.80 | \$133.42 |
| 88 | System Administration /Operator | \$166.03 | \$124.53 |
| 89 | Systems Administrator III | \$153.26 | \$115.62 |
| 90 | Systems Administrator II | \$140.50 | \$106.73 |
| 91 | Systems Administrator I | \$102.19 | \$97.84 |
| 92 | System Operator II | \$89.42 | \$71.16 |
| 93 | System Operator I | \$204.35 | \$62.26 |

| LABOR CATEGORY | | CONTRACTOR SITE | GOV'T SITE |
|-----------------------|--|------------------------|-------------------|
| | | RATE | RATE |
| P. | Quality Assurance | | |
| 94 | Quality Assurance Manager II | \$191.57 | \$142.29 |
| 95 | Quality Assurance Manager I | \$178.80 | \$133.42 |
| 96 | Quality Assurance Specialist | \$166.03 | \$124.53 |
| 97 | Quality Assurance Analyst II | \$153.26 | \$115.62 |
| 98 | Quality Assurance Analyst I | \$140.50 | \$106.73 |
| 99 | Configuration Management Manager | \$184.21 | \$97.84 |
| Q. | Microcomputer/Multimedia Support Specialist | | |
| 100 | Multimedia Technical Support Manager | \$171.93 | \$128.17 |
| 101 | Multimedia Services Manager | \$159.64 | \$119.75 |
| 102 | Multimedia Videographer II | \$147.37 | \$111.17 |
| 103 | Multimedia Videographer I | \$135.09 | \$102.62 |
| 104 | Multimedia Software Engineer II | \$122.81 | \$94.07 |
| 105 | Multimedia Software Engineer I | \$110.53 | \$85.50 |
| 106 | Multimedia Audio Visual Technician II | \$98.26 | \$76.96 |
| 107 | Multimedia Audio Visual Technician I | \$178.80 | \$68.43 |
| R. | Communication Software Specialists | | |
| 108 | Communications Software Specialist IV | \$166.03 | \$124.53 |
| 109 | Communications Specialist | \$153.26 | \$115.62 |
| 110 | Communications Software Specialist III | \$140.50 | \$106.73 |
| 111 | Communications Software Specialist II | \$217.12 | \$97.84 |
| S. | Programmers | | |
| 112 | System Programmer II | \$204.35 | \$151.23 |
| 113 | System Programmer I | \$191.57 | \$142.29 |
| 114 | Applications Programmer III | \$178.80 | \$133.42 |
| 115 | Applications Programmer II | \$166.03 | \$124.53 |
| 116 | Junior Applications Programmer | \$153.26 | \$115.62 |
| 117 | Applications Programmer I | \$140.50 | \$106.73 |

| | | CONTRACTOR SITE | | GOV'T SITE |
|-----------|---|------------------------|--|-------------------|
| | LABOR CATEGORY | RATE | | RATE |
| 118 | Programmer III | \$127.73 | | \$97.84 |
| 119 | Programmer II | \$114.96 | | \$88.92 |
| 120 | Programmer I | \$102.19 | | \$80.05 |
| 121 | Junior Information System Specialist | \$229.89 | | \$71.16 |
| | | | | |
| T. | Business Process Reengineering Specialists | | | |
| | | | | |
| 122 | Principal BPR Specialist II | \$229.90 | | \$159.92 |
| 123 | Principal BPR Specialist I | \$217.13 | | \$152.00 |
| 124 | Senior BPR Specialist II | \$204.36 | | \$142.12 |
| 125 | Senior BPR Specialist I | \$191.58 | | \$133.60 |
| | | | | |
| U. | Specialists | | | |
| | | | | |
| 126 | Specialist II | \$408.71 | | \$320.20 |
| 127 | Specialist I | \$191.57 | | \$284.60 |
| | | | | |
| V. | Help Desk Support / Desktop Support | | | |
| | | | | |
| 128 | User Services Lead Analyst | \$166.03 | | \$133.42 |
| 129 | Help Desk Manager II | \$140.50 | | \$115.62 |
| 130 | Help Desk Specialist II | \$114.96 | | \$97.84 |
| 131 | Help Desk Manager I | \$89.42 | | \$80.05 |
| 132 | Help Desk Specialist I | \$96.96 | | \$62.26 |
| 133 | Desktop Support Technician II | \$80.10 | | \$67.52 |
| 134 | Desktop Support Technician I | \$140.50 | | \$55.77 |
| | | | | |
| W. | Technical Writer | | | |
| | | | | |
| 135 | Technical Writer IV | \$127.73 | | \$97.84 |
| 136 | Technical Writer III | \$114.96 | | \$88.92 |
| 137 | Technical Writer II | \$102.19 | | \$80.05 |
| 138 | Technical Writer I | \$229.89 | | \$71.16 |
| | | | | |

| | | CONTRACTOR SITE | | GOV'T SITE |
|-----------|--|-----------------|----------|------------|
| | LABOR CATEGORY | | RATE | RATE |
| X. | Business Operations | | | |
| 139 | Program Administration Specialist | | \$191.57 | \$160.11 |
| 140 | Business Manager | | \$178.80 | \$133.42 |
| 141 | Contract Specialist III | | \$166.03 | \$124.53 |
| 142 | Contract Specialist II | | \$153.26 | \$115.62 |
| 143 | Contract Specialist I | | \$140.50 | \$106.73 |
| 144 | Project Control Specialist | | \$102.19 | \$97.84 |
| Y. | Microcomputer Support Specialist | | | |
| 145 | Senior Information Systems Administrative Specialist | | \$94.51 | \$71.16 |
| 146 | Administration Support and Graphics Specialist II | | \$89.42 | \$65.82 |
| 147 | Information System Administration Specialist | | \$81.75 | \$62.26 |
| 148 | Graphics Specialist | | \$76.65 | \$56.91 |
| 149 | Administration Support and Graphics Specialist I | | \$102.19 | \$53.38 |
| Z. | Administrative Support | | | |
| 150 | Contract Administrative Specialist | | \$89.42 | \$71.16 |
| 151 | Administrative Assistant III | | \$76.65 | \$62.26 |
| 152 | Administrative Assistant II | | \$66.41 | \$53.38 |
| 153 | Administrative Assistant I | | \$63.85 | \$46.24 |
| 154 | Data Entry Clerk III | | \$58.75 | \$44.48 |
| 155 | Data Entry Clerk II | | \$56.21 | \$40.94 |
| 156 | Data Entry Clerk I | | 55.08 | \$39.13 |

IT SERVICES LABOR CATEGORY DESCRIPTION

A. PROGRAM MANAGEMENT

1. Program Manager IV

Minimum/General Experience

Fifteen years experience, of which at least ten years must be specialized. Specialized experience includes: project development from inception to deployment, expertise in the management and control of funds and resources using complex reporting mechanisms, demonstrated capability in managing multitask contracts and/or subcontracts of various types and complexity. General experience includes increasing responsibilities in information systems design and/or management.

Functional Responsibility

Serves as the contractor's single contract manager, and shall be the contractor's authorized interface with the Government Contracting Officer (CO), the contract level Contracting Officer's Representative (COR), Government management personnel, and customer agency representatives. Responsible for formulating and enforcing work standards, assigning contractor schedules, reviewing work discrepancies, supervising contractor personnel, and communicating policies, purposes, and goals of the organization to subordinates.

Minimum Education

A Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other related discipline. With a Master's degree (in the fields described above), thirteen years of experience of which at least nine years must be specialized. With a Ph.D. (in the fields described above) twelve years of experience is required of which at least eight years must be specialized.

2. Program Manager III

Minimum/General Experience

A minimum of ten years experience, of which at least six years must be specialized. Specialized experience includes: complete engineering project development from inception to deployment, demonstrated ability to provide guidance and direction in the tasks similar to the sample tasks provided in the Statement of Work, proven expertise in the management and control of funds and resources, demonstrated capability in managing multitask contracts of this type and complexity. General experience includes increasing responsibilities in information systems design and management.

Functional Responsibility

Serves as the contractor's contract manager, and shall be the contractor's authorized interface with the Government CO, the COR, Government management personnel, and customer agency representatives. Responsible for formulating and enforcing work standards, assigning contractor schedules, reviewing work discrepancies, supervising contractor personnel, and communicating policies, purposes, and goals of the organization to subordinates. Shall be responsible for the overall contract performance and shall not serve in any other capacity under this contract.

Minimum Education

A Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline. A Master of Sciences degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline will be considered equivalent to one year specialized experience and two years general experience. A Ph.D. (in the fields described in this paragraph) will be considered equivalent to two years specialized experience and three years general experience.

3. Program Manager II

Minimum/General Experience

Must have demonstrated information technology expertise and communications skills to be able interface with all levels of management.

Functional Responsibility

Serves as the contractor counterpart to the Government program/technical manager for the program. Manages substantial program/technical support operations involving multiple projects/task orders and personnel at diverse locations. Organizes, directs, and coordinates planning and execution of all program/technical support activities. Simultaneously plans and manages the transition of several highly technical projects. Establishes and alters (as necessary) management structure to effectively direct program/technical support activities. Meets and confers with Government management officials regarding the status of specific contractor program/technical activities and problems, issues, or conflicts regarding resolution.

Minimum Education

Not specified.

4. Program Manager I

Minimum/General Experience

Ten years of progressive technical or managerial experience in information resources management. Six years supervising and managing of substantive IT/Telecommunications projects. Two years managing large and complex projects involving a large number of people in subordinate groups and diverse locations.

Functional Responsibility

Manages substantial contract support operations involving personnel at diverse locations. Organizes, directs, and coordinates planning and production of all contract support activities. Must have demonstrated communications skills with all levels of management. Interfaces with Government managers including the CO and the Contracting Officer's Technical Representative (COTR). Under stringent timeframes, assembles and recruits personnel necessary to perform assigned tasks. Establishes and alters (as necessary) management structure to effectively direct contract support activities. Assigns, schedules, and reviews work of subordinates. Ensures conformance to task specifications and contract provisions. Interprets policies, purposes, and goals of the organization for subordinates. Must be capable of negotiating and making binding decisions for the company.

Minimum Education

Not specified.

B. PROJECT MANAGEMENT

5. Project Manager III

Minimum/General Experience

Twelve years experience, of which at least nine years must be specialized. Specialized experience includes: project development from inception to deployment, expertise in the management and control of funds and resources using complex reporting mechanisms, and demonstrated capability in managing multitask contracts and/or subcontracts of various types and complexity. General experience includes increasing responsibilities in information systems design and/or management.

Functional Responsibility

Serves as the project manager for a large, complex task order (or a group of task orders affecting the same common/standard/migration system) and assists the Program Manager in working with the Government CO, the contract level COR, the task order level COR(s), Government 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 ensuring 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.

Minimum Education

A Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other related discipline. With a Master's degree (in the fields described above), ten years of experience of which at least seven years must be specialized. With a Ph.D. (in the fields described above) eight years of experience is required of which at least six years must be specialized. With fifteen years of experience of which at least twelve years must be specialized, a degree is not required.

6. Project Manager II

Minimum/General Experience

Ten years experience, of which at least seven years must be specialized. Specialized experience includes: project development from inception to deployment, expertise in the management and control of funds and resources using complex reporting mechanisms, and demonstrated capability in managing multitask contracts and/or subcontracts of various types and complexity. General experience includes increasing responsibilities in information systems design and/or management.

Functional Responsibility

Serves as the project manager for a large, complex task order (or a group of task orders affecting the same common/standard/migration system) and assists the Program Manager in working with the Government CO, the contract level COR, the task order level COR(s), Government 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 ensuring 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.

Minimum Education

A Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other related discipline. With a Master's degree (in the fields described above), eight years of experience of which at least five years must be specialized. With a Ph.D. (in the fields described above), six years of experience of which at least four years must be specialized. With twelve years of experience of which at least ten years must be specialized, a degree is not required.

7. Project Manager I

Minimum/General Experience

Eight years of progressive technical and/or managerial experience in information resources management. Four years in supervising and managing substantive IT/telecommunications projects. Two years managing large and complex development projects involving a large number of people.

Functional Responsibility

Plans and directs highly technical projects, involving all aspects of information resources management with emphasis on software development. Directs completion of tasks within estimated timeframes and budget constraints. Schedules and assigns duties to subordinates- Interfaces with Government management personnel, including the CO and COTR. Reports in writing and orally to Contractor management and Government representatives. Must be capable of negotiating and making binding decisions for the company.

Minimum Education

Not specified.

8. Task Order Project Manager

Minimum/General Experience

Not specified.

Functional Responsibility

Provides competent leadership and responsible program direction through successful performance of a variety of detailed, diverse elements of project transitioning. Directs completion of tasks within estimated timeframes and budget constraints. Schedules and assigns duties to subordinates and subcontractors and ensures that assignments are completed as directed. Enforces work standards and reviews/resolves work discrepancies to ensure compliance with contract requirements. Interfaces with the Contractor's Program Manager as well as Government management personnel including, but not limited to, the CO and the COTR. Reports in writing and orally to contractor management and Government representatives.

Minimum Education

Not specified.

9. Task Order Manager

Minimum/General Experience

At least ten years of progressively responsible experience, or a graduate degree and five years or fifteen years of progressively responsible experience. Six years of this experience will include complete project development from inception to deployment.

Functional Responsibility

Demonstrated ability to provide guidance and direction in the design and development of tasks delineated under the Statement of Work.

Minimum Education

Bachelor's degree in engineering, scientific, technical, business, or other related discipline.

C. APPLICATION ENGINEERS

10. Senior Application Engineer II

Minimum/General Experience

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 working with Ada, Structured Query Language (SQL), and third/fourth generation 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.

Functional Responsibility

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 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.

Minimum Education

A Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other related discipline. With a Master's degree (in the fields described above), eight years experience of which at least six years must be specialized. With thirteen years of experience of which at least eleven years must be specialized, a degree is not required.

11. Senior Application Engineer I

Minimum/General Experience

A minimum of six years experience, of which at least four years must be specialized. Specialized experience includes: experience as an applications programmer on large-scale database management systems, knowledge of computer equipment, and the ability to develop complex

software to satisfy design objectives. Demonstrated ability to work independently or under only general direction.

Functional Responsibility

Analyzes functional business applications and designs specifications for functional activities. Develops block diagrams and logic flow charts. Translates detailed design into computer software. Tests, debugs, and refines 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.

Minimum Education

A Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other related discipline. With a Master's degree (in the fields described above), four years experience of which at least three years must be specialized. With ten years of experience of which at least eight years must be specialized, a degree is not required.

12. Application Engineer II

Minimum/General Experience

A minimum of four years experience managing or performing software engineering activities, of which at least two years must be specialized. Specialized experience includes: demonstrated experience working with Ada, SQL, and third/fourth generation 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.

Functional Responsibility

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 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.

Minimum Education

A Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other related discipline. With a Master's degree (in the fields described above), three years experience of which at least one year must be specialized. With ten years of experience of which at least eight years must be specialized, a degree is not required.

13. Application Engineer I

Minimum/General Experience

A minimum of two years experience, of which at least one year must be specialized. Specialized experience includes: experience as an applications programmer on large-scale database management systems, knowledge of computer equipment, and the ability to develop complex software to satisfy design objectives.

Functional Responsibility

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 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.

Minimum Education

A Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other related discipline. With a Master's degree (in the fields described above), or eight years of experience of which at least four years must be specialized, a degree is not required.

D. INFORMATION ENGINEERS

14. Principal Information Engineer II

Minimum/General Experience

Ten years experience in information systems development, functional and data requirements analysis, systems analysis and design, programming, program design and documentation preparation. A minimum of seven years experience is required in the following: demonstrated experience in managing the implementation of information engineering projects and experience in systems analysis, design, and programming using CASE and IE tools and methods. 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.

Functional Responsibility

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 planning and analysis efforts using both manual and automated tools, such as Integrated Computer Aided Software Engineering (I-CASE). Applies reverse engineering and re-engineering disciplines to develop migration strategic and planning documents. Provides technical guidance in software engineering techniques and automated support tools.

Minimum Education

A Master of Sciences degree in Computer Science, Information Systems, Engineering, or other related scientific or technical discipline. A Ph.D. in Computer Science, Information Systems, Engineering or other related scientific or technical discipline will be considered equivalent to two years specialized experience and three years general experience.

15. Principal Information Engineer I

Minimum/General Experience

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 five 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 using CASE and IE tools and methods, e.g., Oracle CASE, IEF CASE, I-CASE. 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.

Functional Responsibility

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 I-CASE. 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 I X data modeling. Provides technical guidance in software engineering techniques and automated support tools.

Minimum Education

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

16. Senior Information Engineer III

Minimum/General Experience

Minimum ten years experience, of which at least five years must be specialized in information systems development, functional and data requirements analysis, systems analysis and design, programming, program design and documentation preparation. Demonstrated experience in the implementation of information engineering projects, systems analysis, design, and programming using CASE and IIE tools and methods. Three to five years of business or functional experience. Demonstrated ability to work independently or under only general direction.

Functional Responsibility

Applies business process practices to re-engineer methodologies, principles, and business process modernization projects. As appropriate, performs 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 recommendations consistent with the enterprise information technology (IT) goals using principles, cost savings, and open system architecture objectives. Provides direct supervision and direction to staff.

Minimum Education

Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other related technical discipline or equivalent work experience.

17. Senior Information Engineer II

Minimum/General Experience

Not specified.

Functional Responsibility

Analyzes information requirements. Analytically and systematically evaluates problems of workflows, organization, and planning, and develops appropriate corrective action. Applies business process improvement practices to re-engineer methodologies/principles and business process modernization projects. As appropriate, applies 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 the configuration information management guiding principles, cost savings, and open architecture objectives.

Minimum Education

Not specified.

18. Senior Information Engineer I

Minimum/General Experience

A minimum of ten years experience, of which at least five years must be specialized 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 using CASE and IE tools and methods; and three to five years of business or functional experience. Must demonstrate the ability to work independently or under only general direction.

Functional Responsibility

Applies business process improvement practices to re-engineer methodologies/principles and business process modernization projects. As appropriate, performs 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 Management Information System (MIS)

guiding principles, cost savings, and open system architecture objectives. Provides daily supervision and direction to staff.

Minimum Education

A Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline. A Master of Sciences degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline will be considered equivalent to one year specialized experience and two years general experience. A Ph.D. degree (in the fields described in this paragraph) will be considered equivalent to two years specialized experience and three years general experience.

19. Information Engineer

Minimum/General Experience

A minimum of five years experience, of which at least two years must be specialized 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: two years experience in the implementation of information engineering projects and experience in systems analysis, and design and programming, using CASE and IE tools and methods. Two years business/functional experience is desirable, to support business modeling activities. Must demonstrate the ability to work independently or under only general direction.

Functional Responsibility

Applies a business wide set of disciplines for the planning, analysis, design and construction of information systems on an businesswise basis or across a major sector of the business. Performs business strategic systems planning, information planning, business, and analysis. Conducts process and data modeling in support of the planning and analysis efforts using both manual and automated tools such as I-CASE. Applies reverse engineering and re-engineering disciplines to develop migration strategic and planning documents. Provides technical guidance in software engineering techniques and automated support tools.

Minimum Education

A Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline. A Master of Sciences degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline will be considered equivalent to one year specialized experience and two years general experience.

E. INFORMATION SECURITY

20. Senior Communications Security Engineer

Minimum/General Experience

Twelve years experience of which eight years must be information security specialized experience. Demonstrated ability to work independently or under only general supervision. Demonstrated experience in information security issues as they apply to achieving system accreditation.

Functional Responsibility

Responsible for identifying information security requirements for information systems certification and accreditation. Analyzes information security user needs and recommends solutions to the hardware and/or software systems to bring the system to accreditation.

A Bachelor's degree in Computer Science, Information Systems, Engineering, Business, mathematics, or other related scientific or technical discipline is required. A Master's degree in Computer Science, Information Systems, Engineering, Business, Mathematics, or other related scientific or technical discipline will be considered equivalent to two years general experience and one year information security specialized experience.

21. Senior Computer Security Systems Specialist

Minimum/General Experience

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, evaluating approved security product capabilities, and developing solutions to Multilevel Security (MLS) problems.

Functional Responsibility

Analyzes and defines security requirements for MLS issues. Designs, develops, engineers, and implements solutions to MLS requirements. Responsible for the implementation and development of the MLS. Gathers and organizes technical information about an organization's mission goals and needs, existing security products, and ongoing programs in the MLS arena. Performs risk analyses that also include risk assessment. Provides daily supervision and direction to staff.

Minimum Education

Must have a Bachelor's degree in Electrical Engineering, Information Science, Information Systems, Computer Science, Physics, Math, or other related discipline. With a Master's degree (in the fields described above), eight years experience of which at least seven years must be specialized. With a Ph.D., six years experience of which at least five years must be specialized. With thirteen years general experience of which at least eleven years are specialized, a degree is not required.

22. Computer/Telecommunications Security Systems Specialist

Minimum/General Experience

Not specified.

Functional Responsibility

Analyzes and defines security requirements for a variety of computer and telecommunications issues. Designs, develops, engineers, and implements solutions to requirements. Gathers and organizes technical information about an organization's mission goals and needs, existing security products, and ongoing programs. Performs risk analyses including risk assessment. Develops, analyzes, and implements security architecture(s) as appropriate.

Minimum Education

Not specified.

23. Computer Security Systems Specialist

Minimum/General Experience

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, evaluating approved security product capabilities, and developing solutions to MLS problems.

Functional Responsibility

Analyzes and defines security requirements issues. Designs, develops, engineers, and implements solutions for stated requirements. Gathers and organizes technical information about an organization's mission goals and needs, existing security products, and ongoing programs in the MLS arena. Performs risk analyses that also include risk assessment.

Minimum Education

Must have a Bachelor's degree in Electrical Engineering, Information Science, Information Systems, Computer Science, Physics, Math, or other related discipline. With a Master's degree (in the fields described above), even years experience of which at least five years must be specialized. With twelve years experience of which at least ten years are specialized, a degree is not required.

24. Senior Telecommunications Specialist

Minimum/General Experience

Eight years of progressive experience in the field of information processing, including six years of specialized experience in numerous, highly specialized information processing disciplines involving a wide range of hardware/software solutions. At least four years of general experience must be concentrated, hands-on experience in all aspects of the specific area(s) of Telecommunications/Security required by a Task Proposal Request.

Functional Responsibility

Must be very knowledgeable in all aspects of Telecommunications or Security. Has extensive experience in the specific Telecommunications/Security disciplines described in a Task Proposal Request. Demonstrates good oral and written communications skills. Provides highly technical and specialized guidance and solutions to complex Telecommunications/Security problems. Performs elaborate analyses and studies. Prepares reports and gives presentations to upper management. Works independently or as a member of a team. May serve as Task Order Project Manager (TOPM).

Minimum Education

Not specified.

25. Senior Telecommunication/Security Technician

Minimum/General Experience

Five years progressive experience in the field of software and hardware operations. At least three years of general experience must be concentrated, hands-on experience in the specific disciplines

of Telecommunications/Security required by a Task Proposal Request. The experience shall be with the specific equipment, software, or other requirement specified in a Task Proposal Request.

Functional Responsibility

Must be very knowledgeable in and experienced with software and hardware operations for Telecommunications or Security. Has experience in the specific technologies required by a Task Proposal Request. Provides support in the less technical disciplines of Telecommunications/Security, such as equipment operations, moving and installing equipment, cabling, data entry and verification, media duplication, document control, and software installation. Works independently or as a member of a team.

Minimum Education

Not specified.

26. Telecommunications/Security Specialist

Minimum/General Experience

Six years of progressive experience in the field of information processing, including four years of specialized experience in numerous highly specialized information processing disciplines involving a wide range of hardware/software solutions. At least three years of general experience must be concentrated, hands-on experience in the specific disciplines of Telecommunications/Security required by a Task Proposal Request.

Functional Responsibility

Must be knowledgeable in Telecommunications or Security and have extensive experience in the specific Telecommunications/Security disciplines described in a Task Proposal Request. Demonstrates good oral and written communications skills. Provides highly technical and specialized solutions to complex Telecommunications/Security problems. Performs analyses and studies. Prepares reports. Works independently or as a member of a team. May serve as TOPM.

Minimum Education

Not specified.

27. Telecommunications/Security Technician

Minimum/General Experience

Three years progressive experience in the field of software and hardware operations. At least two years of general experience must be concentrated, hands-on experience in the specific disciplines of Telecommunications/Security required by a Task Proposal Request. The experience shall be with the specific equipment, software, or other requirement specified in a Task Proposal Request.

Functional Responsibility

Must be knowledgeable in and experienced with software and hardware operations for Telecommunications or Security. Has experience in the specific technologies required by a Task Proposal Request. Provides support in the less technical disciplines of Telecommunications/

Security, such as equipment operations, moving and installing equipment, cabling, data entry and verification, media duplication, document control, and software installation. Works as a member of a team.

Minimum Education

Not specified.

28. Junior Telecommunications/Security Specialist

Minimum/General Experience

Four years of progressive experience in the field of information processing including three years of specialized experience in highly specialized information processing disciplines involving a range of hardware/software solutions. At least two years of general experience must be concentrated, hands-on experience in the specific disciplines of Telecommunications/Security required by a Task Proposal Request.

Functional Responsibility

Must be knowledgeable in Telecommunications or Security and have experience in the specific Telecommunications/Security disciplines described in a Task Proposal Request. Demonstrates good oral and written communications skills. Provides technical and specialized solutions to complex Telecommunications/Security problems. Performs analyses and studies. Prepares reports. Works independently or as a member of a team.

Minimum Education

Not specified.

F. ANALYSTS

29. Lead Analyst (Engineer III)

Minimum/General Experience

Four years or 50 percent of the individual's work experience must be in one of the following areas: system security analysis and implementation; system engineering; or electrical design, design assurance or testing for information security products and systems. Experience with heterogeneous computer networking technology and protocol and/or interface standards specifications is recommended.

Functional Responsibility

The Engineer Level III includes both engineering management and support in highly qualified specialties.

Minimum Education

Ph.D. degree in Electrical, Electronic, or Computer Engineering or a related field and two years engineering experience; or a Masters degree in one of those disciplines and five years engineering experience, or a Bachelors degree in one of those disciplines and eight years engineering experience.

30. Senior Analyst (Engineer II)

Minimum/General Experience

Two years or 50 percent of the individual's work experience must be in one of the following areas: system security analysis and implementation; system engineering; or electrical design, design assurance, or testing for information security products and systems. Experience with heterogeneous computer networking technology and protocol and/or interface standards specifications is recommended.

Functional Responsibility

Provides experienced engineering support and may perform some engineering management functions.

Minimum Education

Ph.D. degree in Electrical, Electronic, or Computer Engineering or a related field; or a Masters degree in one of those disciplines and two years engineering experience; or a Bachelors degree in one of those disciplines and five years engineering experience.

31. Senior Systems Engineer/Analyst

Minimum/General Experience

Three years experience in related tasks, or at least five years experience. Experience shall include a broad range of assignments in technical tasks directly related to the proposed area of responsibility.

Functional Responsibility

Recognized authority in the field of endeavor. The senior analyst shall also have demonstrated capability in the management of activities and tasks.

Minimum Education

Graduate degree in a recognized scientific, technical, business, or other related discipline.

32. Lead Analyst (Information Security)

Minimum/General Experience

A minimum of eight years experience. Four years or 50 percent of the individual's work experience must be in one of the following areas: system security analysis and implementation; system engineering; electrical design, design assurance or testing for information security products and systems; software engineering; program design and implementation; configuration management; or maintenance, integration or testing for information security products and systems.

Functional Responsibility

Experience in heterogeneous computer networking technology and work in protocol and/or interface standards specification is recommended. Experience in designing, and developing large software systems is recommended.

Minimum Education

Ph.D. degree in Electrical, Electronic or Computer Engineering, or Computer Science; or a related field and two years engineering, analyst, or software experience; or a Masters degree in one of those disciplines and five years engineering, analyst, or software experience; or a Bachelors degree in one of the above mentioned disciplines and seven years engineering, analyst or software experience; or ten years engineering, analyst or software experience.

33. Systems Engineer/Analyst

Minimum/General Experience

One year experience in a recognized technical, business, or other related discipline or at least three years experience in related tasks.

Functional Responsibility

Experience shall include a range of assignments in technical tasks directly related to the proposed area of responsibility.

Minimum Education

Bachelor's degree.

34. Senior Analyst (Information Security)

Minimum/General Experience

A minimum of four years experience. Two years or 50 percent of the individual's work experience must be in one of the following areas: system security analysis and implementation; system engineering, electrical design, design assurance, or testing for information security products and systems; software engineering; program design and implementation; configuration management; or maintenance, integration, or testing for information security products and systems.

Functional Responsibility

Provide experienced engineering, analysis, and technical support and may perform some engineering and technical management functions. Experience in heterogeneous computer networking a technology and work in protocol and/or interface standards specification is recommended. Experience in designing and developing large software systems is recommended.

Minimum Education

Ph.D. degree in Electrical, Electronic or Computer Engineering; Computer Science; or a related field-, or a Masters degree in one of those disciplines and two years engineering, analyst or software experience; or a Bachelors degree in one of those disciplines and five years engineering, analyst, or software experience; or seven years engineering, analyst or software experience.

35. Analyst

Minimum/General Experience

Six months experience system security analysis and implementation; system engineering; electrical design, design assurance, or testing for information security products and systems; software engineering; program design and implementation; configuration management; or maintenance, integration, or testing for information security products and systems; or five years experience in the areas mentioned above.

Functional Responsibility

Provides basic engineering, analysis, and technical support. Experience in heterogeneous computer networking technology and work in protocol and/or interface standards specification is recommended. Experience in designing and developing large software systems is required.

Minimum Education

Bachelors degree in Electrical, Electronic, or Computer Engineering; Computer Science; or a related field and six months of experience or five years experience in the areas mentioned above.

36. Senior Information Systems Specialist

Minimum/General Experience

Eight years of progressive experience in the field of information processing, including six years of specialized experience in numerous, highly specialized information processing disciplines involving a wide range of hardware/software solutions. At least four years of general experience must be concentrated, hands-on experience in all aspects of the specific disciplines of Information Systems required by a Task Proposal Request.

Functional Responsibility

Must be knowledgeable in all aspects of Information Systems and have extensive experience in the specific Information Systems disciplines described in a Task Proposal Request. Demonstrates good oral and written communications skills. Provides highly technical and specialized guidance and solutions to complex information Systems problems. Performs elaborate analyses and studies. Prepares reports and gives presentations- Works independently or as a member of a team. May serve as TOPM.

Minimum Education

Not specified.

37. Information Systems Specialist

Minimum/General Experience

Six years of progressive experience in the field of information processing, including four years of specialized experience in numerous highly specialized information processing disciplines involving a wide range of hardware/software solutions. At least three years of general experience must be concentrated, hands-on experience in the specific disciplines of Information Systems required by a Task Proposal Request.

Functional Responsibility

Must be knowledgeable in Information Systems.

Has extensive experience in the specific Information Systems discipline(s) described in a Task Proposal Request. Demonstrates good oral and written communications skills. Provides highly technical and specialized solutions to complex Information Systems problems. Performs analyses and studies. Prepares reports. Works independently or as a member of a team. May serve as TOPM.

Minimum Education

Not specified.

G. COMPUTER SYSTEMS ANALYSTS

38. Computer Analyst Level IV

Minimum/General Experience

Four years or 50 percent of the individual's work experience must be in one of the following areas: system security analysis and implementation; or software engineering, program design and implementation, configuration management, maintenance, integration, or testing for information security products and systems. Must have experience in heterogeneous computer networking technology and work in protocol and/or interface standards specification. Experience in designing and developing large software systems is recommended. Experience in high order languages, with C as one of the languages, is required.

Functional Responsibility

Provides technical management and support in highly qualified specialties.

Minimum Education

Ph.D. degree in Computer Science or a related field and two years programming and/or software design experience; or a Masters degree in Computer Science or a related field and five years programming and/or software design experience; or a Bachelors degree in Computer Science or a related field and seven years programming and/or software design experience.

39. Computer Systems Analyst III

Minimum/General Experience

Not specified.

Functional Responsibility

Analyzes, develops, and/or reviews computer software possessing a wide range of capabilities, including numerous engineering, business, and records management functions. Develops and/or oversees plans for automated data processing systems from project inception to conclusion. Analyzes information to be processed. Defines and analyzes problems 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. Provides support for the installation, testing, implementation, and ongoing maintenance of the hardware/software to support EC/EDI functions and provides expertise in the area of EC/EDI translation software and systems.

Minimum Education

Not specified.

40. Computer Systems Analyst II

Minimum/General Experience

A minimum of six years experience, of which at least three 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 database management concepts, and use of programming languages such as Ada, COBOL, 4GL, and/or Database Management System (DBMS). Knowledge of current 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 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.

Functional Responsibility

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, performs hardware and software performance tuning, analyzes workload and computer usage, maintains interfaces with external systems, analyzes downtime, analyzes proposed system modifications and 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. In conjunction with functional users, develops system alternative solutions.

Minimum Education

A Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other related discipline. With a Master's degree (in the fields described above), four years general experience of which at least two years must be specialized. With ten years of experience of which at least seven years must be specialized, a degree is not required.

41. Computer Systems Analyst I

Minimum/General Experience

A minimum of six years experience, of which at least two years must be specialized. Specialized experience includes: analysis and design of business applications on complex systems for large-scale computers, including two years experience in database management concepts, and use of programming languages such as ADA, COBOL, 4GL, and DBMS. Knowledge of current 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.

Functional Responsibility

Analyzes and develops computer software possessing a wide range of capabilities, including numerous engineering, business, and records management functions. Develops plans for IT systems from project inception to conclusion. 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. In conjunction with functional users, develops system alternative solutions.

Minimum Education

A Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline. A Master of Sciences degree (in the fields described in this paragraph) will be considered equivalent to one year special zed experience and two years general experience. A Ph.D. degree in Computer Science will be considered equivalent to two years specialized experience and three years general experience.

42. Junior Computer Systems Analyst III

Minimum/General Experience

A minimum of four years experience, of which at least two years must be specialized. Specialized experience includes: two years analyzing and programming applications on large-scale computers with a minimum of one year of designing and programming moderately complex IT systems. General experience includes increasing responsibilities in assignments of a technical nature. Typically required to work under close supervision and direction.

Functional Responsibility

Develops requirements for information systems from project inception to conclusion. Develops required specifications for simple to moderately complex systems. Assists senior computer system analysts in preparing input and test data for the proposed system.

Minimum Education

A Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline. A Master of Sciences degree in Computer Science or other related scientific or technical discipline will be considered equivalent to one year specialized experience and two years general experience.

43. Junior Computer Systems Analyst II

Minimum/General Experience

This position is for recent college graduates from major universities and requires no experience.

Functional Responsibility

Analyzes information requirements. Analytically and systematically evaluates problems of workflows, organization, and planning and assists Senior Computer Systems Analyst and Computer Systems Analyst in developing appropriate corrective action. Helps develop plans for automated information systems from project inception to conclusion. Defines the problem and develops system requirements and program specifications, from which programmers prepare detailed flow charts, programs, and tests. Under the supervision of a Senior Computer Systems Analyst or a Computer Systems Analyst, coordinates closely with programmers to ensure the proper implementation of program and system specifications. In conjunction with functional users, develops system alternative solutions.

Minimum Education

A Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other related discipline.

44. Junior Computer Systems Analyst I

Minimum/General Experience

This position is for recent college graduates and requires no experience.

Functional Responsibility

Analyzes information requirements. Analytically and systematically evaluates problems of workflows, organization, and planning, and assists Senior Computer Systems Analyst and Computer Systems Analyst in developing appropriate corrective action. Helps develop plans for automated information systems from project inception to conclusion. Defines the problem and develops system requirements and program specifications, from which programmers prepare detailed flow charts, programs, and tests. Under the supervision of a Senior Computer Systems Analyst, or a Computer Systems Analyst, coordinates closely with programmers to ensure the proper implementation of program and system specifications. In conjunction with functional users, develops system alternative solutions.

Minimum Education

A Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other related discipline.

H. FUNCTIONAL ANALYSTS

45. Senior Functional Analyst III

Minimum/General Experience

A minimum of ten years experience, of which at least eight years must be specialized. Specialized experience includes: superior functional knowledge of task-order-specific requirements, or developing functional requirements for complex integrated IT systems. Must demonstrate the ability to work independently or under only general direction.

Functional Responsibility

Analyzes 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.

Minimum Education

A Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other related discipline. With a Master's degree (in the fields described in above), eight years of experience of which at least six years must be specialized. With thirteen years of experience of which at least eleven years of specialized experience, a degree is not required.

46. Senior Functional Analyst II

Minimum/General Experience

A minimum of eight years experience, of which at least six years must be specialized. Specialized experience includes- superior functional knowledge of task-order-specific requirements, or developing functional requirements for complex integrated IT systems. Must demonstrate the ability to work independently or under only general direction.

Functional Responsibility

Analyzes 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.

Minimum Education

A Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other related discipline. With a Master's degree (in the fields described in above), six years of experience of which at least four years must be specialized. With ten years of experience of which at least eight years of specialized experience, a degree is not required.

47. Senior Functional Analyst I

Minimum/General Experience

A minimum of seven years experience, of which at least six years must be specialized. Specialized experience includes: developing functional requirements for complex integrated IT systems. Must demonstrate the ability to work independently or under only general direction.

Functional Responsibility

Analyzes user needs to determine 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.

Minimum Education

A Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline. A Master of Sciences degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline will be considered equivalent to one year specialized experience and two years general experience.

48. Functional Analyst

Minimum/General Experience

A minimum of five years experience, of which at least three years must be specialized. Specialized experience includes: developing functional requirements for complex integrated IT systems. Must demonstrate the ability to work independently or under only general direction.

Functional Responsibility

Analyzes user needs to determine functional requirements. Performs functional allocation to identify required tasks and their interrelationships. Identifies resources required for each task.

Minimum Education

A Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline. A Master of Sciences degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline will be considered equivalent to one year specialized experience and two years general experience.

49. Junior Functional Analyst

Minimum/General Experience

A minimum of four years experience, of which at least two years must be specialized. Must have demonstrated experience in engineering systems using incremental development, joint application development, rapid prototyping, and CASE technology concepts and techniques. Typically required to work under close supervision and direction

Functional Responsibility

Applies process improvement and re-engineering methodologies and principles to conduct process modernization projects. Develops functional area process and data models for use in designing and building integrated, shared software and database management systems.

Minimum Education

A Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline. A Master of Sciences degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline will be considered equivalent to one year specialized experience and two years general experience.

I. SYSTEMS ARCHITECTS

50. Principal Systems Architect II

Minimum/General Experience

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 ICAM Definition Method [IDEF] Ix, 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.

Functional Responsibility

Establishes system information requirements using analysis provided by information engineers in the development of enterprise-wide or large-scale information systems. Designs architecture to include the software, hardware, and communications to support total requirements and provide for present and future cross-functional requirements and interfaces. 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) solutions of the application platform, across the application program interface (API), and the external environment/software application. Ensures that the common operating environment is TAFIM compliant. Analytically and systematically evaluates problems of workflows, organization, and planning and develops appropriate corrective action. Provides daily supervision and direction to staff.

Minimum Education

A Master's degree in Computer Science, Information Systems, Engineering, Business, or other related discipline. With a Ph.D. (in the fields described above), eight years of experience is required of which at least six years must be specialized. With a Bachelor's degree in Computer Science, Information Systems, Engineering, or other related discipline and twelve years experience of which at least nine years must be specialized, a Masters degree is not required.

51. Principal Systems Architect I

Minimum/General Experience

A minimum of eight years experience, of which at least five years must be specialized. Specialized experience includes: supervision of system architects, use of structured analysis, design methodologies and design tools (such as IDEF Ix, 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.

Functional Responsibility

Establishes system information requirements using analysis provided by information engineers in the development of enterprise-wide or large-scale information systems. Designs architecture including the software, hardware, and communications to support the total requirements as well

as provide for present and future cross-functional requirements and interfaces. Ensures that these systems are compatible and in compliance with the standards for open systems architectures, the OSI and ISO reference models, and profiles of standards (such as the IEEE, OSE reference model) as they apply to the implementation and specification of IM solutions of the application platform, across the API, and the external environment/software application. Ensures that the common operating environment is TAFIM compliant. Analytically and systematically evaluates problems of workflows, organization, and planning and develops appropriate corrective action. Provides daily supervision and direction to staff.

Minimum Education

A Master's degree in Computer Science, Information Systems, Engineering, Business, or other related discipline. With a Ph.D. (in the fields described above), six years of experience is required of which at least four years must be specialized. With a Bachelor's degree in Computer Science, Information Systems, Engineering, or other related discipline and ten years experience of which at least seven years must be specialized, a Masters degree is not required.

52. Senior Systems Architect

Minimum/General Experience

A minimum of ten years experience, of which at least eight years must be specialized. Specialized experience includes: supervision of system architects, use of structured analysis, design methodologies and design tools (such as IDEF Ix, 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.

Functional Responsibility

Establishes system information requirements using analysis provided by information engineers in the development of enterprise-wide or large-scale information systems. Designs architecture including the software, hardware, and communications to support the total requirements as well as provide for present and future cross-functional requirements and interfaces. Ensures that these systems are compatible and in compliance with the standards for open systems architectures, the OSI and ISO reference models, and profiles of standards (such as the IEEE, OSE reference model) as they apply to the implementation and specification of IM solutions of the application platform, across the API, and the external environment/software application. Ensures that the common operating environment is TAFIM compliant. Evaluates analytically and systematically problems of work flows, organization, and planning and develops appropriate corrective action. Provides daily supervision and direction to staff.

Minimum Education

Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other related discipline. With a Master's degree (in the fields described above), eight years experience of which at least six years must be specialized. With a Ph.D. (in the fields described above) six years of experience is required of which at least five years must be specialized. With thirteen years of experience of which at least eleven years must be specialized experience, a degree is not required.

J. SOFTWARE ENGINEERING

53. Senior Software Engineering

Minimum/General Experience

Senior Software Engineers shall have a minimum of ten years experience.

Functional Responsibility

Must have excellent understanding of software development (i.e., software requirements analysis, top-down design, structured analysis). In addition, software testing, software documentation contract monitoring knowledge and contract acquisition knowledge is desirable.

Minimum Education

A Bachelor of Science degree in a related field is required.

54. Software Systems Specialist

Minimum/General Experience

Not specified.

Functional Responsibility

Performs moderately complex analysis, design, development, testing, and implementation of computer software in support of a range of functional and technical environments. Develops solutions to problems involving telecommunications, network design analysis, database design, etc.

Minimum Education

Not specified.

55. Software Engineer II

Minimum/General Experience

Senior Software Engineers shall have a minimum of five years experience.

Functional Responsibility

Must have an excellent understanding of software development (i.e., software requirements analysis, top-down design, structured analysis). In addition, software testing, software documentation, contract monitoring knowledge and contract acquisition knowledge is desirable.

Minimum Education

A Bachelor of Science degree in a related field is required.

56. Software Technical Support

Minimum/General Experience

Not specified.

Functional Responsibility

Install software modifications, upgrades and updates. Provides a record of all software changes and/or modifications performed. This service may also be ordered to acquire technical support of application software that the customer has installed for use on any system, under maintenance or not. Support includes troubleshooting; problem resolution; and installation of modifications, upgrades, and updates.

Minimum Education

Not specified.

57. Software Engineer I

Minimum/General Experience

A minimum of three years experience as a software engineer. Two years experience working with Ada, SQL, and third/fourth generation languages in the design and implementation of systems, and one year working with database management systems.

Functional Responsibility

Designs software tools and subsystems to support software reuse and domain analysis. Interprets software requirements and design specifications to code, and integrates and tests software components.

Minimum Education

A Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline. A Master of Sciences degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline will be considered equivalent to one year specialized experience and two years general experience as a software engineer

K. SYSTEMS ENGINEERING

58. Senior Systems Engineer/Analyst

Minimum/General Experience

Three years experience in related tasks, or at least five years experience. Experience shall include a broad range of assignments in technical tasks directly related to the proposed area of responsibility.

Functional Responsibility

Recognized authority in the field of endeavor. The senior analyst shall also have demonstrated capability in the management of activities and tasks.

Minimum Education

Graduate degree in a recognized scientific, technical, business, or other related discipline.

59. Lead Systems Engineer

Minimum/General Experience

Eight years high performance computing experience is required.

Functional Responsibility

Responsible for systems enhancement, including incremental design/functional element configuration, interfaces, coordination, and prototyping. Also for development of hardware, software, and communications, and for integration, acceptance testing of modules, subsystems, and total systems.

Minimum Education

A Bachelor of Science degree in Computer Science, Information Systems, Engineering, Telecommunications, or other related scientific or technical discipline is required.

60. Systems Engineer/Analyst

Minimum/General Experience

One year experience in a recognized technical, business, or other related discipline or at least three years experience in related tasks.

Functional Responsibility

Experience shall include a range of assignments in technical tasks directly related to the proposed area of responsibility.

Minimum Education

Bachelor's degree.

61. Systems Engineer II

Minimum/General Experience

Not specified.

Functional Responsibility

Applies software, hardware, and standards information technology skills in the analysis, specification development, integration, and acquisition of systems for information management applications. Ensures that these systems and applications are compliant with standards for open systems architectures, reference models, and profiles of standards, such as the IEEE Open Systems Environment reference model, as they apply to the implementation and specification of information management solutions on the application platform across the application program interface, and the external environment/software application. Evaluates and recommends COTS applications and methodologies that can be acquired to provide interoperable, portable, and scaleable information technology solutions. Performs analysis and validation of reusable software/hardware components to ensure the integration of these components into interoperable information management designs.

Minimum Education

Not specified.

62. Systems Engineer I

Minimum/General Experience

Must have at least eight years of experience in designing and developing secure command/control/communications systems, or providing ISSE security support for such systems.

Functional Responsibility

Must have an understanding of secure systems engineering and development, including system security requirements analysis, system/security requirements allocation, trade-off analysis, system security analysis, and secure system definition and specification development. In addition, knowledge of software engineering and development, software testing, software documentation, contracting monitoring, and contract acquisition is desirable.

Minimum Education

A Bachelor of Science degree in Electrical Engineering or Computer Science is required.

63. Systems Specialist

Minimum/General Experience

Minimum five years experience in the information systems/software engineering field. At least three years specialized experience in technical configuration analysis.

Functional Responsibility

Applies software, hardware, and standards information technology skills in the analysis, specification, development, integration and acquisition of open systems. Ensures that systems and applications above are compliant with standards for open systems architectures, reference models, and profiles of standards, as they apply to the implementation and specification of IM solutions on the application platform and the external environment/software application.

Evaluates and recommends COTS applications and methodologies that can be acquired to provide interoperable, portable, and scalable information technology solutions. Analyzes and validates software/hardware components to ensure the integration of these components into interoperable designs.

Minimum Education

Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other related technical discipline or equivalent work experience.

64. Senior Systems Engineer

Minimum/General Experience

A minimum of six years experience, of which at least three years must be specialized. Specialized experience includes: supervision of system engineers, and demonstrated use of interactive, interpretative systems with on-line, real-time acquisition capabilities. General experience includes increasing responsibilities in systems engineering,

Functional Responsibility

Analyzes information requirements. Analytically and systematically evaluates problems of workflows, organization, and planning, and develops appropriate corrective action. Provides daily supervision and direction to staff.

Minimum Education

A Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline. A Master of Sciences degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline will be considered equivalent to one year specialized experience and two years general experience. A Ph.D. (in the fields described in this paragraph) will be considered equivalent to two years specialized experience and three years general experience.

65. Systems Engineer

Minimum/General Experience

A minimum of three years experience, of which at least one year must be specialized. Specialized experience includes: analytically solving problems of workflows, organization, and planning. General experience includes increasing responsibilities in systems engineering.

Functional Responsibility

Analyzes information requirements. Analytically and systematically evaluates problems of workflows, organization, and planning, and develops appropriate corrective action.

Minimum Education

Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline. A Master of Sciences degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline will be considered equivalent to one year specialized experience and two years general experience.

L. DATABASE MANAGEMENT

66. Senior Database Management Specialist

Minimum/General Experience

A minimum of ten years experience, of which at least eight years must be specialized. Specialized experience includes: demonstrated experience with DBMS design and system analysis, current operating systems software internals and data manipulation languages. General experience includes increasing responsibilities in the development and maintenance of database systems.

Functional Responsibility

Manages the development of database projects. Plans and budgets staff and database resources. When necessary, reallocates resources to maximize benefits. Prepares and delivers presentations on DBMS concepts. Provides daily supervision and direction to support staff.

Minimum Education

A Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other related discipline. With a Master's degree (in the fields described above), eight years experience of which at least six years must be specialized experience. With thirteen years of experience of which at least eleven years must be specialized, a degree is not required.

67. Database Analyst

Minimum/General Experience

Not specified.

Functional Responsibility

Manages and/or develops database projects. Provides highly technical expertise in the use of Database Management Systems (DBMS) concepts. Evaluates and recommends available DBMS products and services to support validated user requirements. Defines file organization, indexing methods, and security procedures for specific user applications.

Minimum Education

Not specified.

68. Database Manager

Minimum/General Experience

A minimum of seven years experience, of which at least five years must be specialized. Specialized experience includes: demonstrated experience with DBMS design and system analysis, current operating systems software internals, and data manipulation languages. General experience includes increasing responsibilities in the development and maintenance of database systems.

Functional Responsibility

Manages the development of database projects. Plans and budgets staff and database resources. When necessary, reallocates resource to maximize benefits. Prepares and delivers presentations on DBMS concepts. Provides daily supervision and direction to support staff.

Minimum Education

A Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline. A Master of Sciences degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline will be considered equivalent to one year specialized experience and two years general experience.

69. Database Management Specialist

Minimum/General Experience

A minimum of six years experience, of which at least three years must be specialized. Specialized experience includes: demonstrated experience using current DBMS technologies, application design using various DBMS, and experience with DBMS internals. General experience should demonstrate the ability to work independently or under only general direction.

Functional Responsibility

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.

Minimum Education

A Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline. A Master of Sciences degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline will be considered equivalent to one year specialized experience and two years general experience.

70. Senior Database Manager

Minimum/General Experience

Ten years general experience and five years of information security specialized experience. Demonstrated ability in evaluation of databases as related to MOSEC requirements, and experience with database management systems design and system analysis, current operating systems software internals, and data manipulation languages.

Functional Responsibility

Manages the development of database projects. Plans and budgets staff and database resources. As necessary, reallocates resources to maximize benefits. Prepares and delivers presentations on DBMS concepts. Provides daily supervision and direction to support staff. Evaluates and designs existing or proposed systems to structure and access databases- Analyzes database requirements of the user department, applications programming, and operations for information security requirements. Submits recommendations for solutions that require definition of the physical structure and functional capabilities of databases and require data security and data backup/recovery specifications. Proposes detailed specifications and flow charts and coordinates installation of revised or new systems when incorporating information security.

Minimum Education

A Bachelor's degree in Computer Science, Business, Information Systems, Engineering, or other related scientific or technical discipline is required. A Master's degree in Computer Science, Engineering, Business, or other related scientific or technical discipline may be considered equivalent to two years general experience, and one year information security specialized experience.

71. Junior Database Manager

Minimum/General Experience

Six years general experience and two years of information security specialized experience. Demonstrated ability in evaluating databases as related to information security requirements and experience with DBMS design and system analysis, current operating systems software internals, and data manipulation languages.

Functional Responsibility

Evaluates and designs existing or proposed systems to structure and access databases. Analyzes database requirements of the user department, applications programming and operations for information security requirements. Submits recommendations for solutions that require definition of the physical structure and functional capabilities of databases and require data security and data backup/recovery specifications. Proposes detailed specifications and flow charts and coordinates installation of revised or new systems when incorporating information security.

Minimum Education

A Bachelor's degree in Computer Science, Business, Information Systems, Engineering, or other related scientific or technical discipline is required. A Master's degree in Computer Science, Engineering, Business, or other related scientific or technical discipline may be considered equivalent to two years general experience, and one year information security specialized experience.

M. NETWORK MANAGEMENT

72. Communications Network Manager II

Minimum/General Experience

A minimum of seven years experience of which five years must be specialized. Specialized experience includes protocol analysis, knowledge of Open System Interconnection (OSI) protocols, particularly Transport Control Protocol/Internet Protocol (TCP/IP), X.25, X.400, and X.500. Experience with Asynchronous Transfer Mode (ATM), frame relay, other knowledge with bridges, routers, gateways, Fiberoptic Digital Data Interface (FDDI), and detailed knowledge of UNIX operating systems. Experience as a CNE or ECNE desirable. Specialized experience also includes: supervising the operation and maintenance of communication network systems that may be mainframe, mini, or client/server based. General experience includes all aspects of communication networks planning, installation, and support.

Functional Responsibility

Evaluates communication hardware and software, troubleshoots local area network/wide area network (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

Minimum Education

A Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other related discipline. With a Master's degree (in the fields described above), five years experience of which at least three years must be specialized. With eleven years experience of which at least nine years are specialized, a degree is not required.

73. Communications Network Specialist II

Minimum/General Experience

Not specified.

Functional Responsibility

Analyzes network characteristics (such as 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. Ensures

maintenance of systems. Coordinates requirements with users and suppliers. Provides support on all phases of analysis, design, testing, and implementation of networks and the telecommunications infrastructure to support EC/EDI functions.

Minimum Education

Not specified.

74. Communications Network Specialist I

Minimum/General Experience

A minimum of seven years experience, of which at least three years must be specialized. Specialized experience includes: designing, testing, installing, implementing, and maintaining computer networks; using and implementing network standards particularly those of the ISO; operating computer networks, particularly the 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. General experience includes all aspects of computer networks. Must demonstrate the ability to work independently or under only general direction.

Functional Responsibility

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.

Minimum Education

A Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline. A Master of Sciences degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline will be considered equivalent to one year specialized experience and two years general experience.

75. Communications Network Manager I

Minimum/General Experience

A minimum of six years experience, of which at least three years must be specialized. Specialized experience includes: supervising the operation and maintenance of communications network systems. General experience includes all aspects of communications networks.

Functional Responsibility

Schedules conversions and cutovers. Oversees network control center. Supervises maintenance of systems. Coordinates with all responsible users and sites. Supervises staff.

Minimum Education

A Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline. A Master of Sciences degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline will be considered equivalent to one year specialized experience and two years general experience.

76. Senior Network Engineer II

Minimum/General Experience

Minimum ten years experience managing or performing network engineering and design activities, of which at least three years must be specialized in the specific technical environment under development or analysis as defined in the Statement of Work. Hands on skills and working knowledge of the various IEEE 802.x protocols, interoperability between wide area and local area networking, and bridge/routing/network switch alternatives.

Functional Responsibility

Analyzes, studies, and designs complex data networks. 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 cutover of network components and capabilities. Coordinates requirements with users and suppliers. Manages network software development and support requirements using formal specifications, data flow diagrams, and other accepted design techniques.

Estimates network hardware and software development and implementation costs and schedules. Reviews existing network designs and capabilities, and assists in making refinements, reducing operating overhead, enhancing network throughput, and improving of current network topologies.

Minimum Education

Master's degree in Computer Science, Information Systems, Engineering, Business, or other related technical discipline, or equivalent work experience.

77. Senior Network Engineer I

Minimum/General Experience

Minimum eight years experience, of which at least three years must be specialized. General experience includes expertise in all aspects of computer networks and the ability to work independently or under only general direction. Specialized experience includes: Designing, testing, installing, implementing, and maintaining computer networks. Using and implementing network standards. Operating computer networks including, in particular, identification and solution of problems, restart/recovery, additions, deletions, and modifications of terminals, hosts, etc., and optimization of network costs and performance.

Functional Responsibility

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 cutover of network components and capabilities. Coordinates requirements with users and suppliers.

Minimum Education

Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other related technical discipline or equivalent work experience.

78. Network Engineer

Minimum/General Experience

Five years high performance computing experience is required.

Functional Responsibility

Maintains connectivity of the user community to the Major Shared Resource Center (MSRC) network by tuning the network to ensure rapid transmission of data and identifying and solving problems with user. Performs the physical installation and maintenance of the hardware necessary to provide the LAN for the MSRC.

Minimum Education

A Bachelor of Science degree in Computer Science, Information Systems, Engineering, Telecommunications, or other related scientific or technical discipline is required.

79. Network Installation Technician IV

Minimum/General Experience

A minimum of nine years experience of which at least five years must be specialized. Specialized experience includes: supervision of installation technicians; analysis, design, and installation of local and wide area networks; and analysis and installation of communication systems. Familiar with engineering documentation, network configurations and topologies, X.25, TCP/IP, frame relay, bridges, and routers. General experience includes increasing responsibilities in technical management.

Functional Responsibility

Organizes and directs network installations on site surveys. Assesses and documents current site network configuration and user requirements. Designs and optimizes network topologies. Directs and leads preparation of engineering plans and site installation Technical Design Packages. Develops installation schedules. Mobilizes network 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.

Minimum Education

Minimum Education requirement is a high school diploma. With an Associate's degree, eight years experience of which at least four years must be specialized. With a Bachelor's degree, six years experience of which at least three years must be specialized.

80. Junior Network Engineer II

Minimum/General Experience

Six years general experience and four years of information security specialized experience is required. Demonstrated experience in analytical problem solving of work flows, organization, and planning. Demonstrated experience with information security products and Systems. Demonstrated experience in network protocols, architectures, equipment, services, standards, and technology to various system engineering activities.

Functional Responsibility

Applies knowledge of network protocols, architectures, equipment, services, standards, and technology to various system engineering activities. Performs threat and vulnerability analyses of various network architectures, access configurations, and hardware/software components. Develop appropriate security requirements and impact operations plans for existing and emerging technologies and services.

Minimum Education

A Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline is required. A Master of Sciences degree in Computer Science, Information Systems, and/or Engineering may be considered equivalent to two years general experience and one year information security spec experience. A Ph.D. degree in Computer Science, Information Systems, and/or Engineering may be considered equivalent to three years general experience and two years information security specialized experience.

81. Network Installation Technician III

Minimum/General Experience

A minimum of five years experience of which at least three years must be specialized. Specialized experience includes: analysis, design, and installation of LANs, and analysis and installation of communications systems. Specialized experience includes use of engineering documentation, network configurations and topologies, X.25, TCP/IP, frame relay, bridges, and routers. General experience includes increasing responsibilities in technical management. Functional Responsibility Conducts site surveys. Assesses and documents current site network configuration and user requirements. Designs and optimizes network topologies. Follows engineering plans and site installation Technical Design Packages. Develops installation schedules. Works with network installation team. Assists in the preparation of drawing and documenting configuration changes at each site. Prepares site installation and test reports.

Minimum Education

Minimum Education requirement is a high school diploma. With an Associate's degree, four years experience of which at least two years must be specialized. With a Bachelor's degree, three years experience of which at least one years must be specialized.

82. Junior Network Engineer I

Minimum/General Experience

Not specified.

Functional Responsibility

Performs network troubleshooting to isolate and diagnose common network problems. Responds to the needs and questions of network users concerning their access to resources on the network and the operation of various software programs.

Minimum Education

Not specified.

83. Network Installation Technician II

Minimum/General Experience

A minimum of six years experience of which at least three years must be specialized. Specialized experience includes: supervision of installation technicians; analysis, design, and installation of LANs/WANs; and analysis and installation of communication systems. Familiar with engineering documentation, network configurations and topologies, X.25, TCP/IP, frame relay, bridges, and routers. General experience includes increasing responsibilities in technical management.

Functional Responsibility

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

Minimum Education

Minimum Education requirement is a high school diploma. With an Associate's degree, eight years experience of which at least four years must be specialized. With a Bachelor's degree, six years experience of which at least three years must be specialized.

84. Network Installation Technician I

Minimum/General Experience

A minimum of five years experience of which at least three years must be specialized. Specialized experience includes: analysis, design, and installation of LANs; and analysis and installation of communications systems. Specialized experience includes the use of engineering documentation, network configurations and topologies, X.25, TCP/IP, frame relay, bridges, and routers. General experience includes increasing responsibilities in technical management.

Functional Responsibility

Conducts site surveys. Assesses and documents current site network configuration and user requirements. Designs and optimizes network topologies. Follows engineering plans and site installation Technical Design Packages. Develops installation schedules. Works with network installation team. Assists in the preparation of drawings and documenting configuration changes at each site. Prepares site installation and test reports.

Minimum Education

Minimum Education requirement is a high school diploma. With an Associate's degree, four years experience of which at least two years must be specialized. With a Bachelor's degree, three years experience of which at least one years must be specialized.

N. LAN MANAGEMENT

85. LAN Reconfiguration Engineer

Minimum/General Experience

Not specified.

Functional Responsibility

Upgrades network hardware and software components as required. Installs, upgrades, and configures network printing, directory structures, fights, security, and software on file servers. Provides users with network technical support.

Minimum Education

Not specified.

86. LAN Manager

Minimum/General Experience

Not specified.

Functional Responsibility

Directs and coordinates local area computer network activities, personally or through subordinate supervisors. Remains abreast of changes in user and system software and hardware requirements. Updates the operating system as required. Manages memory usage of the network, network printing, and network technical resources. Maintains a backup of all files, security, and fights.

Minimum Education

Not specified.

O. SYSTEMS ADMINISTRATION

87. Systems Administrator IV

Minimum/General Experience

Five years of related experience is required.

Functional Responsibility

This analyst works with the user community to effectively and rapidly optimize existing user codes and those being developed for use on the Major Shared Resource Center configuration. Responsible for one or more computational or storage platforms in the MSRC configuration. Assists the Transition Specialist and/or the Chief Technologist in the definition of, or transition to, new hardware.

Minimum Education

A Bachelor of Science degree in Computer Science, Information Systems, Engineering, Telecommunications, or other related scientific or technical discipline is required.

88. System Administrator/Operator

Minimum/General Experience

Not specified.

Functional Responsibility

Supervises and manages the daily activities of configuration and operation of business/computer systems. Optimizes system operations and resource utilization and performs system capacity analysis and planning. Provides assistance to users in accessing and using business/computer systems. Monitors and supports computer processing. Coordinates input, output, and file media. Distributes output and controls computer operation.

Minimum Education

Not specified.

89. System Administrator III

Minimum/General Experience

A minimum of four years experience, of which at least three years must be specialized experience in administrating UNIX or open systems-compliant systems. General experience includes operations experience on a large-scale computer system or a multi-server LAN.

Functional Responsibility

Supervises and manages the daily activities of configuration and operation of business systems that 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.

Minimum Education

A Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other related discipline. With a Master's degree (in the fields described above), three years experience of which at least two years must be specialized. With eight years experience of which six years are specialized, a degree is not required.

90. System Administrator II

Minimum/General Experience

A minimum of three years experience, of which at least two years must be specialized experience in administrating UNIX or open systems-compliant systems.

Functional Responsibility

Supervises and manages the daily activities of configuration and operation of business systems. Optimize system operation and resource utilization, and performs system capacity analysis and planning. Provides assistance to users in accessing and using business systems.

Minimum Education

A Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline. A Master of Sciences degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline will be considered equivalent to one year specialized experience and two years general experience.

91. Systems Administrator I

Minimum/General Experience

Not specified.

Functional Responsibility

Monitors and administers the various business systems, keeping system information documented and up-to-date. Establishes and maintains system users, user environment, directories, and security. Responds to the needs and questions of system users concerning their access to resources on the system. Provides users with system technical support.

Minimum Education

Not specified.

92. System Operator II

Minimum/General Experience

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 LAN. Must demonstrate sufficient knowledge of programming to understand how programs use computer hardware.

Functional Responsibility

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.

Minimum Education

An Associate's degree in Computer Science, Information Systems, Engineering, Business, or other related discipline is required. With a Bachelor's degree (in the fields described above), two years experience of which at least one year must be specialized. With seven years experience of which at least five years are specialized, a degree is not required.

93. System Operator I

Minimum/General Experience

A minimum of two years experience, of which at least one year must be specialized experience operating a large-scale computer system or a multi-server LAN. Must demonstrate sufficient knowledge of programming to understand how programs use computer hardware.

Functional Responsibility

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.

Minimum Education

An Associate's degree in Computer Science, Information Systems, Engineering, Business, or other related discipline is required. With a Bachelor's degree (in the fields described above), two years experience of which at least one year must be specialized. With seven years experience of which at least five years are specialized, a degree is not required.

P. QUALITY ASSURANCE AREAS

94. Quality Assurance Manager II

Minimum/General Experience

A minimum of eight years experience, of which at least four years must be specialized. Specialized experience includes: Configuration Management, verification and validation, software testing and integration, and software metrics and their application to software quality assessment. General experience includes increasing responsibilities in quality assurance and quality control.

Functional Responsibility

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 predetermined points throughout the development life cycle.

Minimum Education

A Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline. Master of Sciences degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline will be considered equivalent to one year specialized experience and two years general experience.

95. Quality Assurance Manager I

Minimum/General Experience

A minimum of six years experience, of which at least three years must be specialized. Specialized experience includes: Configuration Management, verification and validation, software testing and integration, and software metrics and their application to software quality assessment. General experience includes increasing responsibilities in quality assurance, quality control, and team leader responsibilities.

Functional Responsibility

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 predetermined points throughout the development life cycle. Provides daily supervision and direction to support staff.

Minimum Education

A Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other related discipline. With a Master's degree (in the fields described above), six years of experience of which at least four years must be specialized. With a Ph.D. (in the fields described above), five years of experience is required of which at least three years must be specialized. With thirteen years of experience of which at least eleven years must be specialized, a degree (in the fields described above) is not required.

96. Quality Assurance Specialist

Minimum/General Experience

Not specified.

Functional Responsibility

Develops and implements quality control methodologies to ensure compliance with quality assurance standards, guidelines, and procedures in a large computer-based organization. Develops and defines major and minor characteristics of quality including quality metrics and scoring parameters and determines requisite quality control resources for an actual Task Order. Establishes and maintains a process for evaluating hardware, software, and associated documentation and/or assists in the evaluation. Conducts and/or participates in formal and informal reviews at pre-determined points throughout the development life cycle.

Minimum Education

Not specified.

97. Quality Assurance Analyst II

Minimum/General Experience

A minimum of six years experience, of which at least three years must be specialized. Specialized experience includes: analysis and design of business applications on complex systems for large-scale computers, database management, and use of programming languages such as Ada, COBOL, 4GL, 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.

Functional Responsibility

Provides technical and administrative direction for personnel performing software development tasks, including reviewing work products for correctness, adherence to the design concept and to user standards, program documentation to ensure adherence to Government standards/requirements, 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.

Minimum Education

A Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other related discipline. With a Master's degree (in the fields described above), five years of experience of which at least two years must be specialized. With ten years of experience of which at least eight years must be specialized, a degree is not required.

98. Quality Assurance Analyst I

Minimum/General Experience

A minimum of four years experience, of which at least two years must be specialized. Specialized experience includes: software testing and integration and demonstrated knowledge of system and project life cycles. General experience includes working with quality control methods and tools. Must demonstrate the ability to work independently or under only general direction.

Functional Responsibility

Assists in the evaluation of software and associated documentation. Participates in formal and informal reviews to determine quality.

Minimum Education

A Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline. A Master of Sciences degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline will be considered equivalent to one year specialized experience and two years general experience.

99. Configuration Management Manager

Minimum/General Experience

Six years general experience and four years of information security Specialized Experience.

Functional Responsibility

Provides technical support in documenting information security solutions to information systems to the Program Manager. Establishes and maintains a process for tracking the life cycle development of all hardware implementation and software development efforts. Maintains continuity of products while ensuring conformity to all directives and regulations. Oversees formal and informal documentation reviews and makes recommendations consistent with program direction.

Minimum Education

A Bachelor's degree in Computer Science, Information Systems, Business, or other related scientific or technical discipline is required. A Master's degree in Computer Science, Information Systems, Business, or other related scientific or technical discipline may be considered equivalent to three years general experience and two years information security specialized experience.

Q. MICROCOMPUTER/MULTIMEDIA SUPPORT SPECIALIST

100. Multimedia Technical Support Manager

Minimum/General Experience

Five years of related experience is required.

Functional Responsibility

Manages technical service-related operations for an organization. Oversees the work of engineering, IT or maintenance staff to ensure that all jobs are completed on time, within budget, and to customer specifications. Ensures that physical inventory levels are monitored and replenished as needed. Responsible for designing and implementing improved process or operational policies. Recommends changes to products or services to fulfill customer needs. Requires a bachelor's degree with at least 6 years of experience in the field. 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 complicated tasks. Leads and directs the work of others. A wide degree of creativity and latitude is expected. Typically reports to top management.

Minimum Education

A Bachelor's degree in Computer Science, Information Systems, Engineering, Business, Accounting, or other related discipline is required.

101. Multimedia Services Manager

Minimum/General Experience

Three years of related experience is required.

Functional Responsibility

Manages a staff of technical production specialists. Implements policies, procedures, and guidelines for online media content. Solves complex technical problems. Requires a bachelor's degree with at least 5 years of experience in the field. Familiar with a variety of the field's concepts, practices, and procedures. Relines 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 top management.

Minimum Education

A Bachelor's degree or equivalent experience in Computer Science, Information Systems, Engineering, Business Accounting or other related disciplines is required.

102. Multimedia Videographer II

Minimum/General Experience

At least three years of general experience must be concentrated hands-on experience in the specific disciplines of multimedia video.

Functional Responsibility

Integrates video and audio capability to the e-Commerce site. Maintains and operates video equipment, edits select footage, and stays up-to-date with all new technological advances. May require a Bachelor's Degree in area of specialty and 2-4 years of experience in the field or in a related area. 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. A certain degree of creativity and latitude is required. Typically reports to a supervisor or manager.

Minimum Education

A Bachelor's degree or equivalent experience in Computer Science, Information Systems, Engineering, Business Accounting or other related disciplines is required.

103. Multimedia Videographer I

Minimum/General Experience

A minimum of four years experience, of which at least two years must be specialized. Specialized experience includes two years of multimedia video. General experience includes increasing responsibilities in assignments of multimedia video nature. Typically required to work under close supervision and direction.

Functional Responsibility

Integrates video and audio capability to the e-commerce site. Maintains and operates video equipment, edits select footage, and stays up-to-date with all new technological advances. May require a bachelor's degree in area of specialty and 2-4 years of experience in the field or in a related area. 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. A certain degree of creativity and latitude is required. Typically reports to a supervisor or manager.

Minimum Education

A Bachelor's degree or equivalent experience in Computer Science, Information Systems, Engineering, Business Accounting or other related disciplines is required.

104. Multimedia Software Engineer II

Minimum/General Experience

A minimum of three years experience as a multimedia software engineer. Two years experience working with multimedia software.

Functional Responsibility

Troubleshoots and develops technical solutions related to software and setup errors for field engineers, technicians, and customers. Creates workaround procedures when standard procedures have failed and ensures issues are resolved in a timely fashion. Escalates urgent problems requiring more in-depth knowledge to appropriate internal resources. Requires a bachelor's degree in areas of specialty and 2-4 years of experience in the field or in a related area. Familiar with standard concepts, practices, and procedures within a particular field. Relies on experience and judgment to plan and accomplish goals. Performs a variety of tasks. Works under general supervision. A certain degree of creativity and latitude is required. Typically reports to a supervisor or manager.

Minimum Education

A Bachelor's degree or equivalent experience in Computer Science, Information Systems, Engineering, Business Accounting or other related disciplines is required.

105. Multimedia Software Engineer I

Minimum/General Experience

A minimum of six years experience, of which at least four years must be specialized. General experience includes increasing responsibilities with Multimedia software. Must demonstrate the ability to work independently or under only general direction.

Functional Responsibility

Troubleshoots and develops technical solutions related to software and setup errors for field engineers, technicians and customers. Creates workaround procedures when standard procedures have failed and ensures issues are resolved in a timely fashion. Escalates urgent problems requiring more in-depth knowledge to appropriate internal resources. Requires a bachelor's degree in area of specialty and 02 years of experience in the field or in a related area. Familiar with standard concepts, practices, and procedures with a particular field. Relies on limited e3xperience and judgment to plan and accomplish goals. Performs a variety of tasks. Works under general supervision. A certain degree of creativity and latitude is required. Typically reports to a supervisor or manager.

Minimum Education

A Bachelor's degree or equivalent experience in Computer Science, Information Systems, Engineering, Business Accounting or other related disciplines is required.

106. Multimedia Audio Visual Technician II

Minimum/General Experience

One year of experience directly related to the proposed area of support, or a Bachelor's degree in a related audio visual field, or three years overall.

Functional Responsibility

Experience in the proposed audio visual support area.

Minimum Education

A Bachelor's degree or equivalent experience in Computer Science, Information Systems, Engineering, Business Accounting or other related disciplines is required.

107. Multimedia Audio Visual Technician I**Minimum/General Experience**

Four years of progressive experience in the field of multimedia audio visual, including three years of specialized experience in a highly multimedia audio visual disciplines involving a range of solutions. At least two years of general experience must be concentrated, hands-on experience in the specific disciplines of multimedia audio visual.

Functional Responsibility

Responsibilities include setting up and adjusting audio-visual equipment, performing routine maintenance, and assisting in editing audio video material. An associate's degree or its equivalent is required, as well as 2-4 years of experience in the field or in a related area. 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. A certain degree of creativity and latitude is expected. Typically reports to a supervisor or manager.

Minimum

An Associate's Degree or equivalent experience in Computer Science, Information Systems, Engineering, Business Accounting or other related disciplines is required.

R. COMMUNICATION SOFTWARE SPECIALISTS**108. Communications Software Specialist IV****Minimum/General Experience**

Not specified.

Functional Responsibility

Analyzes network and computer communications software characteristics and recommends software procurement, removals, and modifications. Adds, deletes, and modifies, as required, host, terminal, and network devices in light of discerned software needs/problems. Assists and coordinates with communications network specialists in the area of communications software.

Minimum Education

Not specified.

109. Communications Specialist

Minimum/General Experience

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), and using and implementing communications standards. Network specialty specialized experience includes: designing, testing, installing, implementing, and maintaining computer networks; using and implementing network standards, particularly those of the ISO; operating computer networks; identifying and solving 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.

Functional Responsibility

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.

Minimum Education

A Bachelor's degree. With a Master's degree, five years experience of which at least three years must be specialized. With ten years experience of which at least eight years are specialized, a degree is not required.

110. Communications Software Specialist III

Minimum/General Experience

A minimum of seven years experience, of which at least three years must be specialized. 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), and using and implementing communications standards. General experience includes all aspects of network and computer communications software. Must demonstrate the ability to work independently or under only general direction-

Functional Responsibility

Analyzes network and computer communications hardware characteristics and recommends equipment procurement, removals, and modifications. Adds, deletes, and modifies, as required, host, terminal, and network devices. Assists and coordinates with communications network specialists in the area of communications hardware.

Minimum Education

An Associates degree (in the fields described in this paragraph) is required. A Master of Sciences degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline will be considered equivalent to one year specialized experience and two years general experience. A Bachelor's degree (in the fields described in this paragraph) will be considered equivalent to three years general experience.

111. Communications Software Specialist II

Minimum/General Experience

Eight years general experience and six years information security specialized experience is required. Demonstrated ability to work independently or under only general supervision. Demonstrated ability in network and computer communications software analysis. Demonstrated experience developing, testing, installing, and operating network and computer (host) communications software (such as access method and protocol software, application interfaces, transaction processors, and emulators). Demonstrated experience using and implementing communications standards.

Functional Responsibility

Analyzes network and computer communications software characteristics and recommends equipment procurement, removals, and modifications. Adds, deletes, and modifies, as required, host, terminal, and network devices. Assists and coordinates with communications network specialists in the area of communications hardware.

Minimum Education

A Bachelor's degree in Computer Science, Information Systems, Engineering, Business, Mathematics, or other related scientific or technical discipline is required. A Master's degree in Computer Science, Information Systems, Engineering, Business, Mathematics, or other related scientific or technical discipline may be considered equivalent to two years general experience and one year information security specialized experience.

S. PROGRAMMERS

112. System Programmer II

Minimum/General Experience

Not specified.

Functional Responsibility

Creates and/or maintains operating systems, communications software, database packages, compilers, assemblers, and utility programs. Modifies existing software and creates special-purpose software to ensure efficiency and integrity between systems and applications.

Minimum Education

Not specified.

113. System Programmer I**Minimum/General Experience**

A minimum of five years experience, of which at least three years must be specialized. Specialized experience includes: IT systems analysis and programming. Must demonstrate the ability to work independently or under only general direction.

Functional Responsibility

Creates and/or maintain operating systems, communications software, database packages, compilers, assemblers, and utility programs. Modifies existing software and creates special-purpose software to ensure efficiency and integrity between systems and applications.

Minimum Education

A Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline. A Master of Sciences degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline will be considered equivalent to one year specialized experience and two years general experience.

114. Applications Programmer III**Minimum/General Experience**

Not specified.

Functional Responsibility

Analyzes functional business applications and designs specifications for functional areas such as payroll, logistics, and contracts. Develops block diagrams and logic flow charts. Translates detailed design into computer software. Tests, debugs, and refines computer software to produce the required product. Prepares required program-level and user-level documentation. Enhances software to reduce operating time or improve efficiency. Provides technical direction to programmers as required to ensure that program deadlines are met.

Minimum Education

Not specified.

115. Applications Programmer II

Minimum/General Experience

A minimum of five years experience, of which at least three years must be specialized. Specialized experience includes: experience as an applications programmer on large-scale database management systems, knowledge of computer equipment, and the ability to develop complex software to satisfy design objectives. Demonstrated ability to work independently or under only general direction.

Functional Responsibility

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 that program deadlines are met.

Minimum Education

A Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other related discipline. With a Master's degree (in the fields described above), four years experience of which at least two years must be specialized. With nine years of experience of which at least seven years must be specialized experience, a degree is not required.

116. Junior Applications Programmer

Minimum/General Experience

This position is for recent college graduates and requires no experience.

Functional Responsibility

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.

Minimum Education

A Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other related discipline.

117. Applications Programmer I

Minimum/General Experience

A minimum of four years experience, of which at least two years must be specialized. Specialized experience includes: experience as an applications programmer on large-scale database management systems, knowledge of computer equipment, and the ability to develop complex software to satisfy design objectives. Demonstrated ability to work independently or under only general direction.

Functional Responsibility

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 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 that program deadlines are met.

Minimum Education

A Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other related discipline. With a Master's degree (in the fields described above), three years experience of which at least one year must be specialized. With seven years of experience of which at least five years must be specialized, a degree is not required.

118. Programmer III

Minimum/General Experience

Three years of programming experience. One year of journeyman-level programming experience.

Functional Responsibility

Under general supervision, develops computer programs in accordance with program and system design specifications. Develops block diagrams and logic flow charts. Translates detailed design into computer program-coded instructions. Tests, debugs, and refines programs to produce desired results. Develops necessary program documentation including operational procedures. Revises programs to make refinements, reduce operating time, or improve efficiency.

Minimum Education

Not specified.

119. Programmer II

Minimum/General Experience

Two years of programming experience. One year of journeyman-level programming experience.

Functional Responsibility

Under general supervision, develops computer programs in accordance with program and system design specifications. Develops block diagrams and logic flow charts. Translates detailed design into computer program-coded instructions. Tests, debugs, and refines programs to produce desired results. Develops necessary program documentation including operational procedures. Revises programs to make refinements, reduce operating time, or improve efficiency.

Minimum Education

Not specified.

120. Programmer I

Minimum/General Experience

One year of experience directly related to the proposed area of support, or a Bachelor's degree in a related technical field, or three years overall.

Functional Responsibility

Experience in the proposed technical support area.

Minimum Education

Associate degree.

121. Junior Information Systems Specialist

Minimum/General Experience

Four years of progressive experience in the field of information processing, including three years of specialized experience in highly specialized information processing disciplines involving a range of hardware/software solutions. At least two years of general experience must be concentrated, hands-on experience in the specific discipline(s) of Information Systems required by a Task Proposal Request.

Functional Responsibility

Must be knowledgeable in Information Systems. Has experience in the specific Information Systems disciplines described in a Task Proposal Request. Demonstrates good oral and written communications skills. Provides technical and specialized solutions to complex Information Systems problems. Performs analyses and studies. Prepares reports. Works independently or as a member of a team.

Minimum Education

Not specified.

T. BUSINESS PROCESS REENGINEERING SPECIALISTS

122. Principal Business Process Reengineering Specialist II

Minimum/General Experience

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, information system development methods and practices, and supervision of Business Process Reengineering Specialist.

Functional Responsibility

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

Minimum Education

A Master's degree in Computer Science, Information Systems, Engineering, Business, Education, Management Sciences, Psychology, Human Resources Development/ Management, or other related discipline. With a Ph.D. (in the fields described above), eight years experience of which at least six years must be specialized. With a Bachelor's degree in Computer Science, Information Systems, Engineering, or other related discipline and twelve years experience of which at least nine must be specialized, a Masters degree is not required.

123. Principal Business Process Reengineering Specialist I

Minimum/General Experience

A minimum of ten years experience, of which at least five 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, information system development methods and practices, and supervision of Business Process Reengineering Specialist.

Functional Responsibility

Applies process improvement and reengineering methodologies and principles to conduct process modernization projects. Responsible for the effective transitioning of existing project teams and facilitating project teams to accomplish project activities and objectives. Provides group facilitation, interviewing, training, and provides additional forms of knowledge transfer. Serves as coordinator between multiple project teams to ensure enterprise-wide integration of reengineering efforts.

Minimum Education

A Master's degree in Computer Science, Information Systems, Engineering, Business, Education, Management Sciences, Psychology, Human Resources Development/Management, or other related discipline. With a Ph.D. (in the fields described above), eight years experience of which at least six years must be specialized. With a Bachelor's degree in Computer Science, Information Systems, Engineering, or other related discipline and twelve years experience of which at least nine must be specialized experience, a Masters degree is not required.

124. Senior Business Process Reengineering Specialist II

Minimum/General Experience

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, information system development methods and practices, and supervision of Business Process Reengineers.

Functional Responsibility

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, and 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.

Minimum Education

A Bachelor's degree in Computer Science, Information Systems, Engineering, Business, Education, Management Sciences, Psychology, Human Resources Development/ Management, or other related discipline. With a Master's degree (in the fields described above), eight years experience of which at least six years must be specialized. With a Ph.D. (in the fields described above), six years experience of which at least five years must be specialized. With thirteen years experience of which at least eleven years are specialized, a degree is not required.

125. Senior Business Process Reengineering Specialist I

Minimum/General Experience

A minimum of ten years experience, of which at least five 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, information system development methods and practices, and supervision of Business Process Reengineers.

Functional Responsibility

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 additional forms of knowledge transfer. May be under the supervision and direction of a Principal Business Process Reengineering Specialist.

Minimum Education

A Bachelor's degree in Computer Science, Information Systems, Engineering, Business, Education, Management Sciences, Psychology, Human Resources Development/ Management, or other related discipline. With a Master's degree (in the fields described above), eight years

experience of which at least six years must be specialized. With a Ph.D. (in the fields described above), six years experience of which at least five years must be specialized. With thirteen years experience of which at least eleven years are specialized, a degree is not required.

U. SPECIALISTS

126. Specialist II

Minimum/General Experience

Not Specified.

Functional Responsibility

This category covers very high demand consultants and/or in such emerging technologies which may includes but is not limited to Oracle, Cold Fusion, PeopleSoft and SAP. Senior Professional experienced in specialized technologies, methodologies, development tools and systems of computer systems, the program development process and programming techniques. Provides those skills not normally found in the marketplace. Thorough experience in specialized skills. Provides leadership and technical direction to teams. Subject Matter Expert for specialized skills. Determines technical strategy regarding specialized skills.

Minimum Education

Not Specified.

127. Specialist I

Minimum/General Experience

Not Specified.

Functional Responsibility

This category covers very high demand consultants and/or in such emerging technologies which may includes but is not limited to Oracle, Cold Fusion, PeopleSoft and SAP. Mid-Level Professional experienced in specialized technologies, methodologies, development tools and systems of computer systems, the program development process and programming techniques. Provides those skills not normally found in the marketplace. Provides leadership and technical direction to teams. Must have significant experience in specialized skills. Determines technical strategy regarding specialized skills.

Minimum Education

Not Specified.

V. HELP DESK AREAS

128. User Services Lead Analyst

Minimum/General Experience

Five years high performance computing experience is required.

Functional Responsibility

Responsible for front-line customer relations efforts including Scientific Visualization of new/modified applications (computational modeling, the full range of consultant services, Help Desk quality service, and training).

Minimum Education

A Master's degree in Computer Science, Information Systems, Engineering, Business, Telecommunications, or other related scientific or technical discipline is required.

129. Help Desk Manager II

Minimum/General Experience Specialized experience includes: management of help desks in a multi-server environment, and comprehensive knowledge of PC operating systems (e.g., DOS, Windows) as well as networking, 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.

Functional Responsibility

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.

Minimum Education

A Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other related discipline. A minimum of seven years experience, of which at least five years must be specialized. With a Master's degree (in the fields described above), five years experience of which at least three years must be specialized. With ten years experience of which at least eight years are specialized, a degree is not required.

130. Help Desk Specialist II

Minimum/General Experience

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, 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.

Functional Responsibility

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 its predecessors. Serves as the initial point of contact for troubleshooting hardware/software PC and printer problems.

Minimum Education

An Associate's degree in Computer Science, Information Systems, Engineering, Business, or other related discipline is required. With a Bachelor's degree (in the fields described above), four years experience of which at least two years must be specialized. With eight years experience of which at least six years are specialized, a degree is not required.

131. Help Desk Manager I

Minimum/General Experience

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, 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.

Functional Responsibility

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.

Minimum Education

A Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other related discipline. A minimum of five years experience, of which at least three years must be specialized. With a Master's degree (in the fields described above), three years experience of which at least two years must be specialized. With seven years experience of which at least eight years are specialized, a degree is not required.

132. Help Desk Specialist I

Minimum/General Experience

A minimum of three years experience, of which at least one year must be specialized. Specialized experience includes: knowledge of PC operating systems (e.g., DOS, Windows) as well as networking, 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.

Functional Responsibility

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 its predecessors. Serves as the initial point of contact for troubleshooting hardware/software, PC, and printer problems.

Minimum Education

An Associate's degree in Computer Science, Information Systems, Engineering, Business, or other related discipline is required. With a Bachelor's degree (in the fields described above), two years experience of which at least one year must be specialized. With eight years experience of which at least four years are specialized, a degree is not required.

133. Desktop Support Technician II

Minimum/General Experience

A minimum of five years experience of which three years must be specialized in commonly-used concepts, practices, and procedures. Typically reports to a supervisor or manager.

Functional Responsibility

Provides support to end users on a variety of issues. Identifies, researches, and resolves technical problems; i.e., installs, troubleshoots, and maintains products/equipment, analyzes and repairs product failures, orders and replaces parts as needed. Determines and recommends which products or services best fit the customers' needs. Often act as Lead Technician and may be required to train other site personnel. Also responds to telephone calls, email and personnel requests for technical support. Documents, tracks and monitors the problem to ensure a timely resolution.

Minimum Education

A bachelor's degree in computer science or certification and 2-4 years of experience in related field.

134. Desktop Support Technician I

Minimum/General Experience

A minimum of four years experience of which at least two years must be specialized in commonly-used concepts, practices, and procedures. Relies on instructions and pre-established guidelines to perform the functions of the job. Works under immediate supervision. Typically reports to a supervisor or manager.

Functional Responsibility

Provides support to end users on a variety of issues. Identifies, researches, and resolves technical problems; i.e., installs, troubleshoots, and maintains products/equipment, analyzes and repairs product failures, orders and replaces parts as needed. Determines and recommends which products or services best fit the customers' needs. Often act as Lead Technician and may be required to train other site personnel. Also responds to telephone calls, email and personnel requests for technical support. Documents, tracks and monitors the problem to ensure a timely resolution.

Minimum Education

A bachelor's degree in computer science or certification and 1-2 years of experience in related field.

W. TECHNICAL WRITER

135. Technical Writer IV

Minimum/General Experience

Four years experience in producing and/or editing technical reports, consolidating technical input and analyses, and generating a logical, understandable reports.

Functional Responsibility

Experience with document editing, document structure, and logic flow, and writing for non-technical audiences. Has the knowledge and ability to interpret engineering and maintenance drawings, and operational procedures, and to absorb and synthesize large quantities of computer-related information. Experience with desktop publishing and automated work processing.

Minimum Education

A Bachelors degree an appropriate discipline is required.

136. Technical Writer III

Minimum/General Experience

Not specified.

Functional Responsibility

Gathers, analyzes, and composes technical information required to prepare user manuals, training materials, installation guides, proposals, reports, etc. Edits functional descriptions, system specifications, user manuals, special reports, or any other customer deliverables and documents. 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.

Minimum Education

Not specified.

137. Technical Writer II

Minimum/General Experience

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. Must demonstrate the ability to work independently or under only general direction.

Functional Responsibility

Assists in collecting and organizing information required for preparation of user manuals, training materials, installation guides, proposals, and reports. Edit functional descriptions, system specifications, user manuals, special reports, or any other customer deliverables and documents. Assists in performing financial and administrative functions.

Minimum Education

A Bachelor's degree in English, Literature, or other related discipline applicable to this position. A graduate degree in Literature or related study will be considered equivalent to one year specialized experience and two years general experience.

138. Technical Writer I

Minimum/General Experience

A minimum of two 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.

Functional Responsibility

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.

Minimum Education

A Bachelor's degree in English, Literature, or other related discipline. With a Master's degree (in the fields described above), one year experience which also must be specialized experience is required. With five years experience of which at least four years are specialized, a degree is not required.

X. BUSINESS OPERATIONS

139. Program Administration Specialist

Minimum/General Experience

Five years experience in program administration, including the areas of cost and schedule reporting. Experience in administering large (over \$5.0 million) programs is recommended. Experience in administering task order contracts and experience with contracts in the cryptologic community is also recommended.

Functional Responsibility

Maintains and publishes program cost and schedule data and performs other program and task administration functions.

Minimum Education

Not specified.

140. Business Manager

Minimum/General Experience

Demonstrated skills communicating with all levels of management.

Functional Responsibility

Serves as the contractor counterpart to the Government contracting officer. Manages substantial contract support operations involving multiple projects/task orders and personnel at diverse locations. Organizes, directs, and coordinates planning and execution of all contract support activities. Establishes and alters (as necessary) management structure to effectively direct contract support activities. Meets and confers with Government management officials regarding the status of specific contractor procurement activities and problems, issues, or conflicts regarding resolution. Capable of negotiating and making binding decisions for the company.

Minimum Education

Not specified.

141. Contract Specialist III**Minimum/General Experience**

Three years of related experience is required.

Functional Responsibility

Generates and maintains all program budgets and schedules to ensure accuracy and reporting to appropriate customer representatives. Supports the Business Manager and the Program Manager.

Minimum Education

A Bachelor's degree in Computer Science, Information Systems, Engineering, Business, Accounting, or other related discipline is required.

142. Contract Specialist II**Minimum/General Experience**

Three years of related experience is required.

Functional Responsibility

Monitors contractor/subcontractor performance for compliance with the terms and conditions of the initial Statement of Work and to all other contractual obligations. Generates/reviews contract modifications when/if required and prepares all invoices and associated documentation for Government submittal. Supports the Program Manager and the Business Manager.

Minimum Education

A Bachelor's degree in Computer Science, Information Systems, Engineering, Business, Accounting, or other related discipline is required.

143. Contract Specialist I**Minimum/General Experience**

Not specified.

Functional Responsibility

Directs all financial management and administrative activities such as budgeting, manpower, subcontract arrangements, resource planning, and financial reporting. May perform complex evaluations of existing procedures, processes, techniques, models, and/or systems related to management problems or contractual issues that would require a report; recommends solutions. Prepares charts, tables, graphs, and assists in analyzing problems.

Minimum Education

Not specified.

144. Project Control Specialist

Minimum/General Experience

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. General experience includes increasing responsibilities in general accounting or management activities. Must demonstrate the ability to work independently or under only general direction.

Functional Responsibility

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 that would require a report and recommend solutions. Develops work breakdown structures, and prepares charts, tables, graphs, and diagrams to assist in analyzing problems. Provides daily supervision and direction to staff.

Minimum Education

A Bachelor's degree in Computer Science, Information Systems, Engineering, Business, Accounting, or other related discipline. With a Master's degree (in the fields described above), our years of experience of which at least two years must be specialized. With ten years of experience of which at least eight years of specialized experience, a degree is not required.

Y. MICROCOMPUTER SUPPORT SPECIALIST

145. Senior Information Systems Administrative Specialist

Minimum/General Experience

Five years of progressive experience in technical writing and documentation preparation in the field of information processing.

Functional Responsibility

Must be knowledgeable in computer-based documentation and presentation techniques, technical writing, technical proofreading, and technical editing. Demonstrates excellent command and articulation of the English language. Has superior grammar skills. Prepares documentation to be furnished as a Task Proposal Request deliverable(s). Provides administrative support such as

technical writing, proofreading, technical editing of word processing and other computer-based documents, integration of various sources into a cohesive product which may be delivered as computer-based magnetic media, and preparation of graphical and narrative presentation material. Works as part of a team.

Minimum Education

Not specified.

146. Administrative Support and Graphics Specialist II

Minimum/General Experience

A minimum of two years experience in office administration and developing graphic/artistic presentations for publications and documents (preferably technical documentation). A minimum of one year of specialized experience using commercial automated word processing (e.g., WordPerfect, Word), graphics systems (Harvard, Freelance, etc.), and desktop publishing systems. Demonstrated ability to work independently or under only general direction.

Functional Responsibility

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 graphics generated with automated tools into deliverable documents.

Minimum Education

Requires a high school diploma. With an Associate's degree in Computer Science, Information Systems, Engineering, Business, or other related discipline, one year specialized experience.

147. Information Systems Administrative Specialist

Minimum/General Experience

Three years of progressive experience in technical typing and documentation preparation in the field of information processing.

Functional Responsibility

Must be knowledgeable in computer-based documentation and presentation techniques, technical typing, and word processing. Demonstrates excellent command and articulation of the English language. Has superior grammar skills. Prepares documentation to be furnished as a Task Proposal Request deliverable(s). Provides administrative support such as technical typing, editing of word processing and other computer-based manuscripts, integration of various sources into a cohesive product that may be delivered as computer based magnetic media, and preparation of graphical and narrative presentation material. Works as part of a team.

Minimum Education

Not specified.

148. Graphics Specialist

Minimum/General Experience

A minimum of two years experience in developing graphics/artistic presentations or publications and documents (preferably technical documentation). A minimum of one year of specialized experience using commercial automated word processing (e.g., WordPerfect, Microsoft Word) and graphics (Harvard, Freelance, etc.) systems. Experience with desktop publishing systems is desirable. Must demonstrate the ability to work independently or under only general direction.

Functional Responsibility

Supports the development of all contract deliverables and reports by developing and updating graphics presentations to improve the quality and enhance the usability of these documents. Responsible for integrating graphics generated with automated tools into the deliverable documents.

Minimum Education

Requires a high school degree. An Associate of Arts degree in Computer Science, Information or other related scientific or technical discipline will be considered equivalent to one year experience.

149. Administrative Support and Graphics Specialist I

Minimum/General Experience

A minimum of one year 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 (e.g., WordPerfect, Word), graphics systems (Harvard, Freelance, etc.), and desktop publishing systems. Demonstrated ability to work independently or under only general direction.

Functional Responsibility

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 graphics generated with automated tools into the deliverable documents.

Minimum Education

Requires a high school diploma. With an Associate's degree in Computer Science, Information Systems, Engineering, Business, or other related discipline, no experience is required.

Z. ADMINISTRATIVE SUPPORT

150. Contract Administration Specialist

Minimum/General Experience

Specialized experience in general contract administration. Works with limited supervision and direction. Required to use judgment and initiative in problem solving.

Functional Responsibility

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

Minimum Education

Requires a high school diploma with a minimum of four years experience, of which at last two years must be specialized. With an Associate's degree in Computer Science or Business, two years of experience of which at least one year must be specialized. With a Bachelor's degree in any field, one year of general experience and one year of specialized experience.

151. Administrative Assistant III

Minimum/General Experience

Three years of significant experience with document editing, document structure, and logic flow. Experience with desktop publishing and word processing software is required. Experience with document and office management is recommended.

Functional Responsibility

Provides adequate administrative support to the Program Manager and the technical team.

Minimum Education

Not specified.

152. Administrative Assistant II

Minimum/General Experience

Two years of significant experience with document editing, document structure, and logic flow. Experience with desktop publishing and word processing software is required. Experience with document and office management is recommended.

Functional Responsibility

Provides adequate administrative support to the Program Manager and the technical team.

Minimum Education

Not specified.

153. Administrative Assistant I

Minimum/General Experience

One year of experience with document editing, document structure and logic flow.

Functional Responsibility

Experience with desktop publishing and work processing is required. Experience with document and office management is required. Must be comfortable with and able to use office automation equipment.

Minimum Education

High school degree is required.

154. Data Entry Clerk III

Minimum/General Experience

Three years experience in data entry and verification.

Functional Responsibility

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

Minimum Education

Requires a high school diploma. An Associate degree in Computer Science or related study will be considered equivalent to one 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.

155. Data Entry Clerk II

Minimum/General Experience

Two years experience in data entry and verification. Typically required to work under moderate supervision and direction.

Functional Responsibility

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

Minimum Education

Requires a high school diploma. An Associate degree in Computer Science or related study will be considered equivalent to one-half 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.

156. Data Entry Clerk I**Minimum/General Experience**

One year experience in data entry and verification. Typically required to work under close supervision and direction.

Functional Responsibility

Performs data entry via on-line data terminal, key-to-tape, key-to-disk, or similar devices. Verifies data entered, when applicable.

Minimum Education

Requires a high school degree. An Associate degree in Computer Science or related study will be considered equivalent to one-half 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.