GENERAL SERVICES ADMINISTRATION
FEDERAL SUPPLY SERVICE
AUTHORIZED FEDERAL SUPPLY SCHEDULE
CATALOG/PRICE LIST

On-line access to contract ordering information, terms and conditions, up-to-date pricing, and the option to create an electronic delivery order is available through GSA Advantage!, a menu-driven database system. The INTERNET address for GSA Advantage! is [http://www.gsaadvantage.gov](http://www.gsaadvantage.gov)

Multiple Award Schedule
General Purpose Commercial Information Technology Equipment, Software, and Services

**CONTRACT NUMBER:**
GS-35F-0180Y

**CONTRACT PERIOD:**
Feb 02, 2012 - Feb 2, 2022

**EFFECTIVE DATE:**
Pricelist Effective: Aug 19, 2020

For more information on ordering from Federal Supply go to this website: [www.gsa.gov/schedules](http://www.gsa.gov/schedules)

**CONTRACTOR:**
R Dorsey & Company, Inc.
8196 Hilliard Road
Hilliard, Ohio 43206

Phone number: 614-486-8900
Fax number: 888-274-4856
ADMINISTRATION SOURCE:
E-Mail: rjdorsey@dorseyplus.com

**BUSINESS SIZE:** SBA Small Disadvantage Business, Woman Owned Small Business
CUSTOMER INFORMATION:

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

<table>
<thead>
<tr>
<th>SIN</th>
<th>DESCRIPTION</th>
</tr>
</thead>
<tbody>
<tr>
<td>54151S</td>
<td>IT Professional Services</td>
</tr>
<tr>
<td>OLM</td>
<td>Order-Level Materials</td>
</tr>
</tbody>
</table>

1b. LOWEST PRICED MODEL NUMBER AND PRICE FOR EACH SIN:
(Government net price based on a unit of one)

<table>
<thead>
<tr>
<th>SIN</th>
<th>DESCRIPTION</th>
<th>Price</th>
</tr>
</thead>
<tbody>
<tr>
<td>54151S</td>
<td>IT Administrative Staff Level 1</td>
<td>$29.76 hourly</td>
</tr>
</tbody>
</table>

1c. HOURLY RATES (Services only): See rate listing below

2. MAXIMUM ORDER*: $500,000

NOTE TO ORDERING ACTIVITIES: *If the best value selection places your order over the Maximum Order identified in this catalog/pricelist, you have an opportunity to obtain a better schedule contract price. Before placing your order, contact the aforementioned contractor for a better price. The contractor may (1) offer a new price for this requirement (2) offer the lowest price available under this contract or (3) decline the order. A delivery order that exceeds the maximum order may be placed under the schedule contract in accordance with FAR 8.404.

3. MINIMUM ORDER: $100.00

4. GEOGRAPHIC COVERAGE: Domestic Delivery Only

5. POINT(S) OF PRODUCTION: N/A

6. DISCOUNT FROM LIST PRICES: GSA Net Prices are shown on the attached GSA Pricelist. Negotiated discount has been applied and the IFF has been added.

7. QUANTITY DISCOUNT(S): None

8. PROMPT PAYMENT TERMS: Net 30

Information for Ordering Offices: Prompt payment terms cannot be negotiated out of the contractual agreement in exchange for other concessions

9a. Government Purchase Cards must be accepted at or below the micro-purchase threshold.

9b. Government Purchase Cards are accepted above the micro-purchase threshold. Contact contractor for limit.

10. FOREIGN ITEMS: N/A

11a. TIME OF DELIVERY: As Agreed to at the Task Order Level

11b. EXPEDITED DELIVERY: As Agreed to at the Task Order Level
11c. **OVERNIGHT AND 2-DAY DELIVERY:** As Agreed to at the Task Order Level

11d. **URGENT REQUIREMENTS:** Agencies can contact the Contractor’s representative to affect a faster delivery. Customers are encouraged to contact the contractor for the purpose of requesting accelerated delivery.

12. **FOB POINT:** Destination

13a. **ORDERING ADDRESS:** Same as Contractor

13b. **ORDERING PROCEDURES:** Ordering activities shall use the ordering procedures described in Federal Acquisition Regulation 8.405-3 when placing an order or establishing a BPA for supplies or services. The ordering procedures, information on Blanket Purchase Agreements (BPA’s) and a sample BPA can be found at the GSA/FSS Schedule Homepage (fss.gsa.gov/schedules).

14. **PAYMENT ADDRESS:** Same as Contractor

15. **WARRANTY PROVISION:** N/A

16. **EXPORT PACKING CHARGES:** N/A

17. **TERMS AND CONDITIONS OF GOVERNMENT PURCHASE CARD ACCEPTANCE:** YES, Government Purchase Cards are accepted above the micro-purchase threshold.

18. **TERMS AND CONDITIONS OF RENTAL, MAINTENANCE, AND REPAIR (IF APPLICABLE):** N/A

19. **TERMS AND CONDITIONS OF INSTALLATION (IF APPLICABLE):** N/A

20. **TERMS AND CONDITIONS OF REPAIR PARTS INDICATING DATE OF PARTS PRICE LISTS AND ANY DISCOUNTS FROM LIST PRICES (IF AVAILABLE):** N/A

20a. **TERMS AND CONDITIONS FOR ANY OTHER SERVICES (IF APPLICABLE):** N/A

21. **LIST OF SERVICE AND DISTRIBUTION POINTS (IF APPLICABLE):** N/A

22. **LIST OF PARTICIPATING DEALERS (IF APPLICABLE):** N/A

23. **PREVENTIVE MAINTENANCE (IF APPLICABLE):** N/A

24a. **SPECIAL ATTRIBUTES SUCH AS ENVIRONMENTAL ATTRIBUTES (e.g. recycled content, energy efficiency, and/or reduced pollutants):** N/A

24b. **Section 508 Compliance for Electronic and Information Technology (EIT):** N/A

25. **DUNS NUMBER:** 958567794

26. **NOTIFICATION REGARDING REGISTRATION IN SYSTEM FOR AWARD MANAGEMENT (SAM) DATABASE:** Contractor has an Active Registration in the SAM database.
## GSA Pricing (IFF included)

<table>
<thead>
<tr>
<th>Job Title</th>
<th>GSA Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>IT Administrative Staff - Level 1</td>
<td>$29.76</td>
</tr>
<tr>
<td>IT Administrative Staff - Level 2</td>
<td>$44.16</td>
</tr>
<tr>
<td>IT Administrative Staff - Level 6</td>
<td>$58.56</td>
</tr>
<tr>
<td>IT Analytical Staff - Level 3</td>
<td>$44.16</td>
</tr>
<tr>
<td>IT Analytical Staff - Level 6</td>
<td>$60.48</td>
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<tr>
<td>IT Analytical Staff - Level 7</td>
<td>$65.28</td>
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<tr>
<td>IT Analytical Staff - Level 9</td>
<td>$71.04</td>
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<td>IT Analytical Staff - Level 11</td>
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<td>IT Analytical Staff - Level 13</td>
<td>$103.14</td>
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<tr>
<td>IT Analytical Staff - Level 14</td>
<td>$114.00</td>
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<td>IT Consultant Staff - Level 1</td>
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<tr>
<td>IT Consultant Staff - Level 3</td>
<td>$128.64</td>
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<tr>
<td>IT Consultant Staff - Level 4</td>
<td>$162.24</td>
</tr>
<tr>
<td>IT Consultant Staff - Level 7</td>
<td>$224.00</td>
</tr>
<tr>
<td>IT Management Staff - Level 1</td>
<td>$49.92</td>
</tr>
<tr>
<td>IT Management Staff - Level 2</td>
<td>$72.00</td>
</tr>
<tr>
<td>IT Management Staff - Level 4</td>
<td>$82.56</td>
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<tr>
<td>IT Management Staff - Level 6</td>
<td>$115.20</td>
</tr>
<tr>
<td>IT Professional Staff - Level 1</td>
<td>$49.92</td>
</tr>
<tr>
<td>IT Professional Staff - Level 3</td>
<td>$66.24</td>
</tr>
<tr>
<td>IT Professional Staff - Level 4</td>
<td>$72.00</td>
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<tr>
<td>IT Professional Staff - Level 5</td>
<td>$80.64</td>
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<tr>
<td>IT Professional Staff - Level 7</td>
<td>$104.64</td>
</tr>
<tr>
<td>IT Professional Staff - Level 8</td>
<td>$128.64</td>
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<td>IT Professional Staff - Level 9</td>
<td>$162.24</td>
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<tr>
<td>IT Technical Staff - Level 1</td>
<td>$31.68</td>
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<tr>
<td>IT Technical Staff - Level 3</td>
<td>$46.08</td>
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<tr>
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<td>$64.32</td>
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<td>IT Technical Staff - Level 7</td>
<td>$92.16</td>
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<tr>
<td>IT Technical Staff - Level 8</td>
<td>$150.72</td>
</tr>
</tbody>
</table>
Commercial Job Title: IT Administrative Staff – Level 1
Position Description:
Individuals requiring experience in general office administration using various software packages for graphic/artist presentations, publications/documentation and spreadsheets. May support either management or project staff. Equivalent experience may be substituted for a degree.
Minimum/General Experience
Applies general knowledge of standards, concepts, practices, and techniques related to the administrative function(s) in order to accomplish assignments. Understanding of specific job requirements with requisite skills to perform assigned tasks with minimal supervision. Two years experience.
Duties/Responsibilities
May perform administrative duties related to word processing; travel; data management; project library; document control; document production; technical aide; data entry and computer support such as computer operations; computer technical support; and computer security.
Minimum Education
High School Diploma or two years experience.

IT Administrative Staff – Level 3
Minimum/General Experience
Applies general knowledge of standards, concepts, practices, and techniques related to the administrative function(s) in order to accomplish assignments. Understanding of specific job requirements with requisite skills to perform assigned tasks with minimal supervision. Four years experience.
Duties/Responsibilities
May perform administrative duties related to word processing; travel; data management; project library; document control; document production; technical aide; data entry and computer support such as computer operations; computer technical support; and computer security.
Minimum Education
Associate Degree in Information Technology or four years experience.

IT Administrative Staff – Level 6
Minimum/General Experience
Applies general knowledge of standards, concepts, practices, and techniques related to the administrative function(s) in order to accomplish assignments. Understanding of specific job requirements with requisite skills to perform assigned tasks with minimal supervision. Six years experience.
Duties/Responsibilities
May perform administrative duties related to word processing; travel; data management; project library; document control; document production; technical aide; data entry and computer support such as computer operations; computer technical support; and computer security.
Minimum Education
Bachelors Degree in Information Technology or six years experience.
IT Analytical Staff – Level 3

Position Description:
Individuals requiring the training, analytical/programmatic skills and experience to operate within a high-tech environment. Experience in system analysis and implementation of system engineering, design assurance, software engineering, program design and implementation or testing of high tech products and systems. Equivalent experience may be substituted for a degree.

Minimum/General Experience
The Analytical Staff must possess professional training or equivalent experience in one of the following types of disciplines: computer science; computer systems; decision support; computer security; electronic commerce; business process reengineering; business process analyses; information architecture planning and design; engineering; operations research; modeling and simulation; math; physics; quality assurance; systems analysis; business or management. Three years experience.

Duties/Responsibilities
The Analytical Staff provides specialized knowledge of system requirements and programming specifications. Designs solutions based on customer needs and technical considerations. Analyzes job tasks, organizational structure and user requirements to provide system-wide solutions. Applies analytical expertise to assist in defining, analyzing, validating and documenting complex operating environments, states of technology and current processes.

Minimum Education:
Bachelor's Degree in Information Technology or related field preferred

IT Analytical Staff – Level 6

Minimum/General Experience
The Analytical Staff must possess professional training or equivalent experience in one of the following types of disciplines: computer science; computer systems; decision support; computer security; electronic commerce; business process reengineering; business process analyses; information architecture planning and design; engineering; operations research; modeling and simulation; math; physics; quality assurance; systems analysis; business or management. Five years experience.

Duties/Responsibilities
The Analytical Staff provides specialized knowledge of system requirements and programming specifications. Designs solutions based on customer needs and technical considerations. Analyzes job tasks, organizational structure and user requirements to provide system-wide solutions. Applies analytical expertise to assist in defining, analyzing, validating and documenting complex operating environments, states of technology and current processes.

Minimum Education:
Bachelor's Degree in Information Technology or related field preferred

IT Analytical Staff – Level 7

Minimum/General Experience
The Analytical Staff must possess professional training or equivalent experience in one of the following types of disciplines: computer science; computer systems; decision support; computer security; electronic commerce; business process reengineering; business process analyses; information architecture planning and design; engineering; operations research; modeling and simulation; math; physics; quality assurance; systems analysis; business or management. Seven years experience.

Duties/Responsibilities
The Analytical Staff provides specialized knowledge of system requirements and programming specifications. Designs solutions based on customer needs and technical
considerations. Analyzes job tasks, organizational structure and user requirements to provide system-wide solutions. Applies analytical expertise to assist in defining, analyzing, validating and documenting complex operating environments, states of technology and current processes.

**Minimum Education:**
Bachelor’s Degree in Information Technology or related field preferred

**IT Analytical Staff – Level 9**

**Minimum/General Experience**
The Analytical Staff must possess professional training or equivalent experience in one of the following types of disciplines: computer science; computer systems; decision support; computer security; electronic commerce; business process reengineering; business process analyses; information architecture planning and design; engineering; operations research; modeling and simulation; math; physics; quality assurance; systems analysis; business or management. Nine years experience.

**Duties/Responsibilities**
The Analytical Staff provides specialized knowledge of system requirements and programming specifications. Designs solutions based on customer needs and technical considerations. Analyzes job tasks, organizational structure and user requirements to provide system-wide solutions. Applies analytical expertise to assist in defining, analyzing, validating and documenting complex operating environments, states of technology and current processes.

**Minimum Education:**
Bachelor’s Degree in Information Technology or related field preferred

**IT Analytical Staff – Level 11**

**Minimum/General Experience**
The Analytical Staff must possess professional training or equivalent experience in one of the following types of disciplines: computer science; computer systems; decision support; computer security; electronic commerce; business process reengineering; business process analyses; information architecture planning and design; engineering; operations research; modeling and simulation; math; physics; quality assurance; systems analysis; business or management. Eleven years experience.

**Duties/Responsibilities**
The Analytical Staff provides specialized knowledge of system requirements and programming specifications. Designs solutions based on customer needs and technical considerations. Analyzes job tasks, organizational structure and user requirements to provide system-wide solutions. Applies analytical expertise to assist in defining, analyzing, validating and documenting complex operating environments, states of technology and current processes.

**Minimum Education:**
Bachelor’s Degree in Information Technology or related field preferred

**IT Analytical Staff – Level 13**

**Minimum/General Experience**
The Analytical Staff must possess professional training or equivalent experience in one of the following types of disciplines: computer science; computer systems; decision support; computer security; electronic commerce; business process reengineering; business process analyses; information architecture planning and design; engineering; operations research; modeling and simulation; math; physics; quality assurance; systems analysis; business or management. Thirteen years experience.

**Duties/Responsibilities**
The Analytical Staff provides specialized knowledge of system requirements and programming specifications. Designs solutions based on customer needs and technical
considerations. Analyzes job tasks, organizational structure and user requirements to provide system-wide solutions. Applies analytical expertise to assist in defining, analyzing, validating and documenting complex operating environments, states of technology and current processes.

Minimum Education:
Bachelor’s Degree in Information Technology or related field preferred

IT Analytical Staff – Level 14
Minimum/General Experience
The Analytical Staff must possess professional training or equivalent experience in one of the following types of disciplines: computer science; computer systems; decision support; computer security; electronic commerce; business process reengineering; business process analyses; information architecture planning and design; engineering; operations research; modeling and simulation; math; physics; quality assurance; systems analysis; business or management. Fifteen years experience.

Duties/Responsibilities
The Analytical Staff provides specialized knowledge of system requirements and programming specifications. Designs solutions based on customer needs and technical considerations. Analyzes job tasks, organizational structure and user requirements to provide system-wide solutions. Applies analytical expertise to assist in defining, analyzing, validating and documenting complex operating environments, states of technology and current processes.

Minimum Education:
Bachelor’s Degree in Information Technology or related field preferred

IT Consultant Staff – Level 1
Position Description:
These subject matter experts in the respective concentrations of engineering, science, and finance apply sound analysis, business practices, and scientific expertise to solve a wide variety of customer problems. These may include conducting reengineering efforts of complex financial processes and systems; applying advanced scientific technologies in systems, experiments and demonstrations; and introducing into systems the application of leading edge technological developments. Equivalent experience may be substituted for a degree.

Minimum/General Experience
Expert in the one of the following areas: business; business management; financial management; systems management; operations research; computer science; engineering; physics; math; behavioral science or related areas. May have published articles or books in field of expertise and/or made presentations at professional conferences. Six years experience.

Duties/Responsibilities
Assists in developing programs and implementing creative and innovative solutions to the customer's problems. Researches and analyzes customer requirements. Applies expert knowledge to determine accuracy and reasonableness of data. Documents and summarizes the results and develops and recommends creative and innovative solutions to the customer's problems.

Minimum Education:
Bachelor’s Degree in Information Technology or related field preferred

IT Consultant Staff – Level 3
Minimum/General Experience
Expert in the one of the following areas: business; business management; financial management; systems management; operations research; computer science; engineering;
physics; math; behavioral science or related areas. May have published articles or books in field of expertise and/or made presentations at professional conferences. Nine years experience.

Duties/Responsibilities
Assists in developing programs and implementing creative and innovative solutions to the customer's problems. Researches and analyzes customer requirements. Applies expert knowledge to determine accuracy and reasonableness of data. Documents and summarizes the results and develops and recommends creative and innovative solutions to the customer's problems.

Minimum Education:
Bachelor’s Degree in Information Technology or related field preferred

IT Consultant Staff – Level 4
Minimum/General Experience
Expert in the one of the following areas: business; business management; financial management; systems management; operations research; computer science; engineering; physics; math; behavioral science or related areas. May have published articles or books in field of expertise and/or made presentations at professional conferences. Twelve years experience.

Duties/Responsibilities
Assists in developing programs and implementing creative and innovative solutions to the customer's problems. Researches and analyzes customer requirements. Applies expert knowledge to determine accuracy and reasonableness of data. Documents and summarizes the results and develops and recommends creative and innovative solutions to the customer's problems.

Minimum Education:
Master Degree in Information Technology or related field preferred

IT Consultant Staff – Level 7
Minimum/General Experience
Expert in the one of the following areas: business; business management; financial management; systems management; operations research; computer science; engineering; physics; math; behavioral science or related areas. May have published articles or books in field of expertise and/or made presentations at professional conferences. Fifteen years experience.

Duties/Responsibilities
Assists in developing programs and implementing creative and innovative solutions to the customer's problems. Researches and analyzes customer requirements. Applies expert knowledge to determine accuracy and reasonableness of data. Documents and summarizes the results and develops and recommends creative and innovative solutions to the customer's problems.

Minimum Education:
Master Degree in Information Technology or related field preferred

IT Management Staff - Level 1
Position Description:
Individuals requiring the training skills and experience of Professional, Technical or Analytical Staff plus extensive management/supervisory experience. Must have experience in technical or managerial experience in information resources management. Equivalent experience may be substituted for a degree.

Minimum/General Experience:
Must have a management background with demonstrated knowledge of a technical discipline. One year experience.

Duties/Responsibilities:
The Management staff typically is responsible for the technical contract management of programs and projects. Majority of contact with various management levels within operating unit, at other operating units and within the customer community concerning programs/projects, operational decisions, and contractual clarifications.

Minimum Education:
Bachelor's Degree in Computer Science or Business or equivalent education experience preferred

**IT Management Staff - Level 2**
Minimum/General Experience
- Must have a management background with demonstrated knowledge of a technical discipline. Three years experience.
Duties/Responsibilities
- The Management staff typically is responsible for the technical contract management of programs and projects. Majority of contact with various management levels within operating unit, at other operating units and within the customer community concerning programs/projects, operational decisions, and contractual clarifications.
Minimum Education:
Bachelor's Degree in Computer Science or Business or equivalent education experience preferred

**IT Management Staff - Level 4**
Minimum/General Experience
- Must have a management background with demonstrated knowledge of a technical discipline. Nine years experience.
Duties/Responsibilities
- The Management staff typically is responsible for the technical contract management of programs and projects. Majority of contact with various management levels within operating unit, at other operating units and within the customer community concerning programs/projects, operational decisions, and contractual clarifications.
Minimum Education:
Bachelor's Degree in Computer Science or Business or equivalent education experience preferred

**IT Management Staff - Level 6**
Minimum/General Experience
- Must have a management background with demonstrated knowledge of a technical discipline. Ten years experience.
Duties/Responsibilities
- The Management staff typically is responsible for the technical contract management of programs and projects. Majority of contact with various management levels within operating unit, at other operating units and within the customer community concerning programs/projects, operational decisions, and contractual clarifications.
Minimum Education:
Masters Degree in Computer Science or Business or equivalent education experience preferred

**IT Professional Staff - Level 1**
Position Description
Individuals requiring the training, skills and experience of Technical Staff, plus extensive breadth and depth of knowledge in one or more specific domains and normally operating in a management structure which provides sophisticated planning, scheduling, performance tracking, risk management and day-to-day program administration. Equivalent experience may be substituted for a degree.
General Experience
The Professional Staff is generally experienced in one or more specific domains and may have experience as a subject matter expert in a related military or commercial application. Must have training or equivalent experience in one of the following types of disciplines: computer science; computer systems; decision support; computer security; electronic commerce; business process reengineering; business process analyses; information architecture planning and design; engineering; operations research; modeling and simulation; math; physics; quality assurance; systems analysis; business or management. One year experience.

Duties/Responsibilities
The Professional Staff must have been or be able to obtain a security clearance at the level of Secret or higher and/or be able to perform in an environment involving special security requirements, as tasks orders may dictate. Demonstrates a broad knowledge of the technical discipline and applies extensive expertise as a generalist. Applies and or develops advanced technologies, scientific principles, theories and concepts in related technical disciplines or in a specialty.

Minimum Education:
Bachelor's Degree in Computer Science

IT Professional Staff - Level 3
General Experience
The Professional Staff is generally experienced in one or more specific domains and may have experience as a subject matter expert in a related military or commercial application. Must have training or equivalent experience in one of the following types of disciplines: computer science; computer systems; decision support; computer security; electronic commerce; business process reengineering; business process analyses; information architecture planning and design; engineering; operations research; modeling and simulation; math; physics; quality assurance; systems analysis; business or management. Five years experience.

Duties/Responsibilities
The Professional Staff must have been or be able to obtain a security clearance at the level of Secret or higher and/or be able to perform in an environment involving special security requirements, as tasks orders may dictate. Demonstrates a broad knowledge of the technical discipline and applies extensive expertise as a generalist. Applies and or develops advanced technologies, scientific principles, theories and concepts in related technical disciplines or in a specialty.

Minimum Education:
Bachelor's Degree in Computer Science

IT Professional Staff - Level 4
General Experience
The Professional Staff is generally experienced in one or more specific domains and may have experience as a subject matter expert in a related military or commercial application. Must have training or equivalent experience in one of the following types of disciplines: computer science; computer systems; decision support; computer security; electronic commerce; business process reengineering; business process analyses; information architecture planning and design; engineering; operations research; modeling and simulation; math; physics; quality assurance; systems analysis; business or management. Seven years experience.

Duties/Responsibilities
The Professional Staff must have been or be able to obtain a security clearance at the level of Secret or higher and/or be able to perform in an environment involving special security requirements, as tasks orders may dictate. Demonstrates a broad knowledge of the technical discipline and applies extensive expertise as a generalist. Applies and or develops advanced technologies, scientific principles, theories and concepts in related technical disciplines or in a specialty.
technologies, scientific principles, theories and concepts in related technical disciplines or in a specialty.

Minimum Education:
Bachelor's Degree in Computer Science

**IT Professional Staff - Level 5**

General Experience
The Professional Staff is generally experienced in one or more specific domains and may have experience as a subject matter expert in a related military or commercial application. Must have training or equivalent experience in one of the following types of disciplines: computer science; computer systems; decision support; computer security; electronic commerce; business process reengineering; business process analyses; information architecture planning and design; engineering; operations research; modeling and simulation; math; physics; quality assurance; systems analysis; business or management. Nine years experience.

Duties/Responsibilities
The Professional Staff must have been or be able to obtain a security clearance at the level of Secret or higher and/or be able to perform in an environment involving special security requirements, as tasks orders may dictate. Demonstrates a broad knowledge of the technical discipline and applies extensive expertise as a generalist. Applies and or develops advanced technologies, scientific principles, theories and concepts in related technical disciplines or in a specialty.

Minimum Education:
Bachelor's Degree in Computer Science

**IT Professional Staff - Level 7**

General Experience
The Professional Staff is generally experienced in one or more specific domains and may have experience as a subject matter expert in a related military or commercial application. Must have training or equivalent experience in one of the following types of disciplines: computer science; computer systems; decision support; computer security; electronic commerce; business process reengineering; business process analyses; information architecture planning and design; engineering; operations research; modeling and simulation; math; physics; quality assurance; systems analysis; business or management. Nine years experience.

Duties/Responsibilities
The Professional Staff must have been or be able to obtain a security clearance at the level of Secret or higher and/or be able to perform in an environment involving special security requirements, as tasks orders may dictate. Demonstrates a broad knowledge of the technical discipline and applies extensive expertise as a generalist. Applies and or develops advanced technologies, scientific principles, theories and concepts in related technical disciplines or in a specialty.

Minimum Education:
Master Degree in Computer Science

**IT Professional Staff - Level 8**

General Experience
The Professional Staff is generally experienced in one or more specific domains and may have experience as a subject matter expert in a related military or commercial application. Must have training or equivalent experience in one of the following types of disciplines: computer science; computer systems; decision support; computer security; electronic commerce; business process reengineering; business process analyses; information architecture planning and design; engineering; operations research; modeling and simulation; math; physics; quality assurance; systems analysis; business or management. Nine years experience.

Duties/Responsibilities
The Professional Staff must have been or be able to obtain a security clearance at the level of Secret or higher and/or be able to perform in an environment involving special security requirements, as tasks orders may dictate. Demonstrates a broad knowledge of the technical discipline and applies extensive expertise as a generalist. Applies and or develops advanced technologies, scientific principles, theories and concepts in related technical disciplines or in a specialty.
simulation; math; physics; quality assurance; systems analysis; business or management.

Eleven years experience.

Duties/Responsibilities

The Professional Staff must have been or be able to obtain a security clearance at the level of Secret or higher and/or be able to perform in an environment involving special security requirements, as tasks orders may dictate. Demonstrates a broad knowledge of the technical discipline and applies extensive expertise as a generalist. Applies and or develops advanced technologies, scientific principles, theories and concepts in related technical disciplines or in a specialty.

Minimum Education:
Master Degree in Computer Science

IT Professional Staff - Level 9

General Experience

The Professional Staff is generally experienced in one or more specific domains and may have experience as a subject matter expert in a related military or commercial application. Must have training or equivalent experience in one of the following types of disciplines: computer science; computer systems; decision support; computer security; electronic commerce; business process reengineering; business process analyses; information architecture planning and design; engineering; operations research; modeling and simulation; math; physics; quality assurance; systems analysis; business or management. Twelve years experience.

Duties/Responsibilities

The Professional Staff must have been or be able to obtain a security clearance at the level of Secret or higher and/or be able to perform in an environment involving special security requirements, as tasks orders may dictate. Demonstrates a broad knowledge of the technical discipline and applies extensive expertise as a generalist. Applies and or develops advanced technologies, scientific principles, theories and concepts in related technical disciplines or in a specialty.

Minimum Education:
Master Degree in Computer Science

IT Technical Staff - Level 1

Position Description

Individuals requiring the training, analytical/programmatic skills and experience to operate within a high-tech environment. Experience in information systems development, functional and data requirements analysis, systems analysis and design, programming, program design, computer software, system security, or LANs/WANs. Equivalent experience may be substituted for a degree.

General Experience

The technical staff must possess technical training or equivalent experience in one of the following types of disciplines: computer science; computer systems; decision support; computer security; electronic commerce; business process reengineering; business process analyses; information architecture planning and design; engineering; operations research; modeling and simulation; math; physics; quality assurance; systems analysis; business or management. Three years experience.

Duties/Responsibilities

The Technical Staff provides specialized knowledge of complex customer processes and requirements. Applies technical expertise to assist in defining, analyzing, validating, and documenting complex operating environments, states of technology and current engineering processes. Conducts complex technical investigations through advanced research techniques, analysis or development phases of engineering projects.

Minimum Education:
Associate Degree in Computer Science
IT Technical Staff - Level 3
General Experience
   The technical staff must possess technical training or equivalent experience in one of the
   following types of disciplines: computer science; computer systems; decision support;
   computer security; electronic commerce; business process reengineering; business process
   analyses; information architecture planning and design; engineering; operations research;
   modeling and simulation; math; physics; quality assurance; systems analysis; business or
   management. One year experience.
Duties/Responsibilities
   The Technical Staff provides specialized knowledge of complex customer processes and
   requirements. Applies technical expertise to assist in defining, analyzing, validating, and
   documenting complex operating environments, states of technology and current engineering
   processes. Conducts complex technical investigations through advanced research
   techniques, analysis or development phases of engineering projects.
Minimum Education:
   Bachelor Degree in Computer Science

IT Technical Staff - Level 4
General Experience
   The technical staff must possess technical training or equivalent experience in one of the
   following types of disciplines: computer science; computer systems; decision support;
   computer security; electronic commerce; business process reengineering; business process
   analyses; information architecture planning and design; engineering; operations research;
   modeling and simulation; math; physics; quality assurance; systems analysis; business or
   management. Three years experience.
Duties/Responsibilities
   The Technical Staff provides specialized knowledge of complex customer processes and
   requirements. Applies technical expertise to assist in defining, analyzing, validating, and
   documenting complex operating environments, states of technology and current engineering
   processes. Conducts complex technical investigations through advanced research
   techniques, analysis or development phases of engineering projects.
Minimum Education:
   Bachelor Degree in Computer Science

IT Technical Staff - Level 5
General Experience
   The technical staff must possess technical training or equivalent experience in one of the
   following types of disciplines: computer science; computer systems; decision support;
   computer security; electronic commerce; business process reengineering; business process
   analyses; information architecture planning and design; engineering; operations research;
   modeling and simulation; math; physics; quality assurance; systems analysis; business or
   management. Five years experience.
Duties/Responsibilities
   The Technical Staff provides specialized knowledge of complex customer processes and
   requirements. Applies technical expertise to assist in defining, analyzing, validating, and
   documenting complex operating environments, states of technology and current engineering
   processes. Conducts complex technical investigations through advanced research
   techniques, analysis or development phases of engineering projects.
Minimum Education:
   Bachelor Degree in Computer Science

IT Technical Staff - Level 7
General Experience
The technical staff must possess technical training or equivalent experience in one of the following types of disciplines: computer science; computer systems; decision support; computer security; electronic commerce; business process reengineering; business process analyses; information architecture planning and design; engineering; operations research; modeling and simulation; math; physics; quality assurance; systems analysis; business or management. Eight years experience.

Duties/Responsibilities
The Technical Staff provides specialized knowledge of complex customer processes and requirements. Applies technical expertise to assist in defining, analyzing, validating, and documenting complex operating environments, states of technology and current engineering processes. Conducts complex technical investigations through advanced research techniques, analysis or development phases of engineering projects.

Minimum Education:
  Bachelor Degree in Computer Science

IT Technical Staff - Level 8

General Experience
The technical staff must possess technical training or equivalent experience in one of the following types of disciplines: computer science; computer systems; decision support; computer security; electronic commerce; business process reengineering; business process analyses; information architecture planning and design; engineering; operations research; modeling and simulation; math; physics; quality assurance; systems analysis; business or management. Ten years experience.

Duties/Responsibilities
The Technical Staff provides specialized knowledge of complex customer processes and requirements. Applies technical expertise to assist in defining, analyzing, validating, and documenting complex operating environments, states of technology and current engineering processes. Conducts complex technical investigations through advanced research techniques, analysis or development phases of engineering projects.

Minimum Education:
  Bachelor Degree in Computer Science
TERMS AND CONDITIONS APPLICABLE TO INFORMATION TECHNOLOGY (IT) PROFESSIONAL SERVICES

1. SCOPE
   a. The prices, terms and conditions stated under Special Item Number 54151S Information Technology Professional Services apply exclusively to IT Professional Services within the scope of this Information Technology Schedule.
   b. The Contractor shall provide services at the Contractor’s facility and/or at the ordering activity location, as agreed to by the Contractor and the ordering activity.

2. PERFORMANCE INCENTIVES I-FSS-60 Performance Incentives (April 2000)
   a. Performance incentives may be agreed upon between the Contractor and the ordering activity on individual fixed price orders or Blanket Purchase Agreements under this contract.
   b. The ordering activity must establish a maximum performance incentive price for these services and/or total solutions on individual orders or Blanket Purchase Agreements.
   c. Incentives should be designed to relate results achieved by the contractor to specified targets. To the maximum extent practicable, ordering activities shall consider establishing incentives where performance is critical to the ordering activity’s mission and incentives are likely to motivate the contractor. Incentives shall be based on objectively measurable tasks.

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

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

5. STOP-WORK ORDER (FAR 52.242-15) (AUG 1989)
   (a) The Contracting Officer may, at any time, by written order to the Contractor, require the Contractor to stop all, or any part, of the work called for by this contract for a period of 90 days after the order is delivered to the Contractor, and for any further period to which the parties may agree. The order shall be specifically identified as a stop-work order issued under this clause. Upon receipt of the order, the Contractor shall immediately comply with its terms and take all reasonable steps to minimize the incurrence of costs allocable to the work covered by the order during the period of work stoppage. Within a period of 90 days after a stop-work is
delivered to the Contractor, or within any extension of that period to which the parties shall have agreed, the Contracting Officer shall either-

(1) Cancel the stop-work order; or

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

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

(1) The stop-work order results in an increase in the time required for, or in the Contractor’s cost properly allocable to, the performance of any part of this contract; and

(2) The Contractor asserts its right to the adjustment within 30 days after the end of the period of work stoppage; provided, that, if the Contracting Officer decides the facts justify the action, the Contracting Officer may receive and act upon the claim submitted at any time before final payment under this contract.

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

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

6. INSPECTION OF SERVICES


7. RESPONSIBILITIES OF THE CONTRACTOR

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

8. RESPONSIBILITIES OF THE ORDERING ACTIVITY

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

9. INDEPENDENT CONTRACTOR

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

10. ORGANIZATIONAL CONFLICTS OF INTEREST

a. Definitions.

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

“Contractor and its affiliates” and “Contractor or its affiliates” refers to the Contractor, its chief executives, directors, officers, subsidiaries, affiliates, subcontractors at any tier, and consultants and any joint venture involving the Contractor, any entity into or with which the Contractor subsequently merges or affiliates, or any other successor or assignee of the Contractor.

An “Organizational conflict of interest” exists when the nature of the work to be performed under a proposed ordering activity contract, without some restriction on ordering activities by the Contractor and its affiliates, may either (i) result in an unfair competitive advantage to the Contractor or its affiliates or (ii) impair the Contractor’s or its affiliates’ objectivity in performing contract work.
b. To avoid an organizational or financial conflict of interest and to avoid prejudicing the best interests of the ordering activity, ordering activities may place restrictions on the Contractors, its affiliates, chief executives, directors, subsidiaries and subcontractors at any tier when placing orders against schedule contracts. Such restrictions shall be consistent with FAR 9.505 and shall be designed to avoid, neutralize, or mitigate organizational conflicts of interest that might otherwise exist in situations related to individual orders placed against the schedule contract. Examples of situations, which may require restrictions, are provided at FAR 9.508.

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

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

(a) The Government contemplates award of a Time-and-Materials or Labor-Hour type of contract resulting from this solicitation.
(b) The offeror must specify fixed hourly rates in its offer that include wages, overhead, general and administrative expenses, and profit. The offeror must specify whether the fixed hourly rate for each labor category applies to labor performed by—
   (1) The offeror;
   (2) Subcontractors; and/or
   (3) Divisions, subsidiaries, or affiliates of the offeror under a common control.

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

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

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