



GENERAL SERVICES ADMINISTRATION
FEDERAL ACQUISITION SERVICE INFORMATION TECHNOLOGY SCHEDULE PRICE LIST

Three Wire Systems, LLC.
3130 Fairview Park Drive, Suite 425
Falls Church, VA 22042
www.threewiresys.com
703-776-9731

Period Covered by Contract:
March 07, 2007 – March 06, 2022

General Services Administration Multiple Award Schedule (MAS)

Price list current through Modification 110

Effective August 17, 2020

Online access to contract ordering information, terms and conditions, up-to-date pricing, and the option to create an electronic delivery order are available through GSA Advantage!®, a menu-driven database system. The internet address GSA Advantage!® is: GSAAdvantage.gov.

For more information on ordering from Federal Supply Schedules click on the FSS Schedules button at www.gsa.gov/fas.

Note: Three Wire Systems, LLC has been awarded the Cooperative Purchasing Program for the following SINs: ANCILLARY, 811212, 511210, 54151, 611420, 54151S, 33411, OLM.



SPECIAL ITEM NUMBER 511210 - Software Licenses

Includes both term and perpetual software licenses and maintenance. Includes operating system software, application software, EDI translation and mapping software, enabled email message based applications, Internet software, database management applications, and other software.

Term Licenses The word "Term" is defined in this Solicitation as "a limited period of time". Term Software Licenses have a limited duration and are not owned in perpetuity. Unless Offerors provide an option for converting Term licenses into perpetual licenses, users lose the right to use these licenses upon the end of the term period. This SIN is NOT Infrastructure as a Service (IaaS), Platform as a Service (PaaS), or Software as a Service (SaaS) as defined in SIN 518210C - Cloud and Cloud-Related IT Professional Services. Term Software Licenses are distinct from Electronic Commerce and Subscription Services (SIN 54151ECOM).

Perpetual Licenses The word "perpetual" is defined in this Solicitation as "continuing forever, everlasting, valid for all time".

Software maintenance as a product includes the publishing of bug/defect fixes via patches and updates/upgrades in function and technology to maintain the operability and usability of the software product. It may also include other no charge support that are included in the purchase price of the product in the commercial marketplace. No charge support includes items such as user blogs, discussion forums, on-line help libraries and FAQs (Frequently Asked Questions), hosted chat rooms, and limited telephone, email and/or web-based general technical support for user's self diagnostics. Software maintenance as a product does NOT include the creation, design, implementation, integration, etc. of a software package. These examples are considered software maintenance as a service under SIN 54151.

FSC CLASS 7030 - INFORMATION TECHNOLOGY SOFTWARE

- Large Scale Computers

 - Operating System

 - Software Application

 - Software Utility

 - Software

- Microcomputers

 - Operating System

 - Software Application

 - Software Utility

 - Software

NOTE: Offerors are encouraged to identify within their software items any component interfaces that support open standard interoperability. An item's interface may be



identified as interoperable on the basis of participation in a Government agency-sponsored program or in an independent organization program. Interfaces may be identified by reference to an interface registered in the component registry located at <http://www.core.gov>.

SPECIAL ITEM NUMBER 54151 - Software Maintenance Services

Software maintenance as a service creates, designs, implements, and/or integrates customized changes to software that solve one or more problems and is not included with the price of the software. Software maintenance as a service includes person-to-person communications regardless of the medium used to communicate: telephone support, on-line technical support, customized support, and/or technical expertise which are charged commercially. Software maintenance as a service is billed arrears in accordance with 31 U.S.C. 3324.

SPECIAL ITEM NUMBER 611420 - Information Technology Training

FPDS Code U012

Includes training on hardware, software, cloud, and other applicable systems.

SPECIAL ITEM NUMBER 54151S - Information Technology Professional Services

FPDS Code D301	IT Facility Operation and Maintenance
FPDS Code D302	IT Systems Development Services
FPDS Code D306	IT Systems Analysis Services
FPDS Code D307	Automated Information Systems Design and Integration s/c
FPDS Code D310	IT Backup and Security Services
FPDS Code D316	IT Network Management Services
FPDS Code D399	Other Information Technology Services, Not Elsewhere Classified

Note 1: All non-professional labor categories must be incidental to and used solely to support hardware, software and/or professional services, and cannot be purchased separately.

Note 2: Offerors and Agencies are advised that the Group 70 – Information Technology Schedule is not to be used as a means to procure services which properly fall under the Brooks Act. These services include, but are not limited to, architectural, engineering, mapping, cartographic production, remote sensing, geographic information systems, and related services. FAR 36.6 distinguishes between mapping services of an A/E nature and



mapping services which are not connected nor incidental to the traditionally accepted A/E Services.

Note 3: This solicitation is not intended to solicit for the reselling of IT Professional Services, except for the provision of implementation, maintenance, integration, or training services in direct support of a product. Under such circumstances the services must be performance by the publisher or manufacturer or one of their authorized agents.

Table of Awarded Special Item Numbers (SIN):

Special Item Number	Description
33411	Purchasing of New Electronic Equipment
811212	Computer and Office Machine Repair and Maintenance
511210	Software Licenses
54151	Software Maintenance Services
54151S	Information Technology Professional Services
611420	Information Technology Training
ANCILLARY	Ancillary Supplies and/or Services
OLM	Order Level Materials (OLM)

Lowest Priced Model Number and Price for Each SIN: Not Applicable

Hourly Rates: See attached pricelist for details

Maximum order:

SIN	Maximum
811212	\$500,000
511210	\$500,000
54151	\$500,000
54151S	\$500,000
33411	\$500,000
611420	\$250,000
ANCILLARY	\$250,000
OLM	Not to exceed 33.3% of order total

*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, contract 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.



Minimum order: \$100

Geographic coverage (delivery area): 48 States, D.C.

Point of production (city, county, and State or foreign country): See attached pricelist for details

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

Quantity/Volume discounts: None

Quantity: None

Prompt payment terms: None – Net 30 days from receipt of invoice or date of acceptance, whichever is later.

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

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

Foreign items: See attached pricelist for details

Time of delivery:

Special Item Number	Delivery
33411	30 days ARO
811212	30 days ARO
511210	30 days ARO
54151	30 days ARO
54151S	As negotiated
611420	As negotiated
ANCILLARY	As negotiated
OLM	30 days ARO

Expedited Delivery: Contact Contractor

Overnight and 2-day delivery: Contact Contractor

Urgent Requirements: As negotiated on the task order level

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

Ordering address:

Three Wire Systems, LLC
 3130 Fairview Park Drive, Suite 425
 Falls Church, VA 22042
 703-776-9731



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

Payment addresses:

Three Wire Systems, LLC
3130 Fairview Park Drive, Suite 425
Falls Church, Virginia 22042
Phone: (703) 776-9731

Warranty provision: Standard Commercial Warranty

Export packing charges, if applicable: Outside Scope of Contract

Terms and conditions of Government purchase card acceptance (any thresholds above the micro Purchase level): Three Wire Systems, LLC will accept payment by the Government Purchase Card in accordance with the requirements of Clause 552.232-79 for sales under and above the micro-purchase threshold of \$3,000.

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

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

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

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

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

List of participating dealers (if applicable): Not Applicable

Preventive maintenance (if applicable): Technical Service is available from 8:30 a.m. to 8:00 p.m. EST.

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



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

Data Universal Number System (DUNS) number: 783193175

Notification regarding registration in SAM.gov (formerly the Central Contractor Registration) database. CAGE Code: 4GPT6



**TERMS AND CONDITIONS APPLICABLE TO PURCHASE OF GENERAL PURPOSE COMMERCIAL
INFORMATION TECHNOLOGY NEW EQUIPMENT
(SPECIAL ITEM NUMBER 33411)**

1. MATERIAL AND WORKMANSHIP

All equipment furnished hereunder must satisfactorily perform the function for which it is intended.

2. ORDER

Written orders, EDI orders (GSA Advantage! and FACNET), credit card orders, and orders placed under blanket purchase agreements (BPA) agreements shall be the basis for purchase in accordance with the provisions of this contract. If time of delivery extends beyond the expiration date of the contract, the Contractor will be obligated to meet the delivery and installation date specified in the original order.

For credit card orders and BPAs, telephone orders are permissible.

3. TRANSPORTATION OF EQUIPMENT

FOB DESTINATION. Prices cover equipment delivery to destination, for any location within the geographic scope of this contract.

4. INSTALLATION AND TECHNICAL SERVICES

Offeror's products are self-installable

- a. **INSTALLATION.** When the equipment provided under this contract is not normally self-installable, the Contractor's technical personnel shall be available to the ordering activity, at the ordering activity's location, to install the equipment and to train ordering activity personnel in the use and maintenance of the equipment. The charges, if any, for such services are listed below, or in the price schedule: Not applicable
- b. **INSTALLATION, DEINSTALLATION, REINSTALLATION.** The Davis-Bacon Act (40 U.S.C. 276a-276a-7) provides that contracts in excess of \$2,000 to which the United States or the District of Columbia is a party for construction, alteration, or repair (including painting and decorating) of public buildings or public works with the United States, shall contain a clause that no laborer or mechanic employed directly upon the site of the work shall received less than the prevailing wage rates as determined by the Secretary of Labor. The requirements of the Davis-Bacon Act do not apply if the construction work is incidental to the furnishing of supplies, equipment, or services. For example, the requirements do not apply to simple installation or alteration of a public building or public work that is incidental to furnishing supplies or equipment under a supply contract. However, if the construction, alteration or repair is segregable and exceeds \$2,000, then the requirements of the Davis-Bacon Act applies.

The ordering activity issuing the task order against this contract will be responsible for proper administration and enforcement of the Federal labor standards covered by the Davis-Bacon Act. The proper Davis-Bacon wage determination will be issued by the ordering activity at the time a request for quotations is made for



applicable construction classified installation, deinstallation, and reinstallation services under SIN 132-8 or SIN 132-9.

- c. OPERATING AND MAINTENANCE MANUALS. The Contractor shall furnish the ordering activity with one (1) copy of all operating and maintenance manuals which are normally provided with the equipment being purchased.

5. INSPECTION/ACCEPTANCE

The Contractor shall only tender for acceptance those items that conform to the requirements of this contract. The ordering activity reserves the right to inspect or test any equipment that has been tendered for acceptance. The ordering activity may require repair or replacement of nonconforming equipment at no increase in contract price. The ordering activity must exercise its post acceptance rights (1) within a reasonable time after the defect was discovered or should have been discovered; and (2) before any substantial change occurs in the condition of the item, unless the change is due to the defect in the item.

6. WARRANTY

Unless specified otherwise in this contract, the Contractor's standard commercial warranty as stated in the contract's commercial pricelist will apply to this contract. Three Wire accepts FAR clause 52.212-4 sub parts A, O, and P.

Customer Return Policy for Non-Defective Products:

If a customer wishes to return a non-defective product, the customer must request an RMA in accordance with the Returns Procedure below. An RMA request will be approved only within **30 calendar days** from the date of original invoice for the purchase of the product. Please contact your sales representative before requesting an RMA. For all RMA requests for non-defective products, other than an error made by Three Wire, a restocking fee of 25% will be charged to the customer. Except in the case of an error made by Three Wire, the customer accepts responsibility for the cost of freight (both original and return shipment).

Customers must return the product in the same condition and packaged in the same manner in which it was delivered from Three Wire to the customer. If a product has a manufacturer seal, and the manufacturer seal is broken, the product is not returnable.

Products received after 30 calendar days from the RMA create date will not be accepted by Three Wire, and will not be eligible for credit.

Warranties, Software, Key Codes, Service Agreements and Special Order Items are not eligible for return. Please contact your sales representative if you have any questions about product eligibility for return.



Returns Procedures:

To request a return material authorization, please email sales@threewiresys.com or by phone @ 703-776-9731.

Please provide the following information in your request:

- Company Name
- Contact Name & Phone Number Part
- Number & Quantity
- Serial Number
- Reason for Return

Return Shipping instructions:

- All equipment must be returned in the same packaging condition in which it was originally delivered and include all accessory items i.e., power supply, cables, line cords, documentation etc. Missing accessories or damaged equipment resulting from substandard packaging will be charged to the customer.
- All product returns must have the RMA number listed on the return packing slip or external packaging.
Please do not write the RMA number on the box.

7. PURCHASE PRICE FOR ORDERED EQUIPMENT

The purchase price that the ordering activity will be charged will be the ordering activity purchase price in effect at the time of order placement, or the ordering activity purchase price in effect on the installation date (or delivery date when installation is not applicable), whichever is less.

8. RESPONSIBILITIES OF THE CONTRACTOR

The Contractor shall comply with all laws, ordinances, and regulations (Federal, State, City or otherwise) covering work of this character, and shall include all costs, if any, of such compliance in the prices quoted in this offer.

9. TRADE-IN OF INFORMATION TECHNOLOGY EQUIPMENT

When an ordering activity determines that Information Technology equipment will be replaced, the ordering activity shall follow the contracting policies and procedures in the Federal Acquisition Regulation (FAR), the policies and procedures regarding disposition of information technology excess personal property in the Federal Property Management Regulations (FPMR) (41 CFR 101-43.6), and the policies and procedures on exchange/sale contained in the FPMR (41 CFR part 101- 46).



TERMS AND CONDITIONS APPLICABLE TO MAINTENANCE, REPAIR SERVICE AND REPAIR PARTS/SPARE PARTS FOR GOVERNMENT-OWNED GENERAL PURPOSE COMMERCIAL INFORMATION TECHNOLOGY EQUIPMENT, RADIO/TELEPHONE EQUIPMENT, (AFTER EXPIRATION OF GUARANTEE/WARRANTY /OR WHEN REQUIRED SERVICE IS NOT COVERED BY GUARANTEE/WARRANTY PROVISIONS) AND FOR LEASED EQUIPMENT (SPECIAL ITEM NUMBER 811212)

SERVICE AREAS

- a. The maintenance and repair service rates listed herein are applicable to any ordering activity location within a 50 mile radius of the Contractor's service points. If any additional charge is to apply because of the greater distance from the Contractor's service locations, the mileage rate or other distance factor shall be negotiated at the Task Order level.
- b. When repair services cannot be performed at the ordering activity installation site, the repair services will be performed at the Contractor's plant(s) listed below:

MAINTENANCE ORDER

- a. Agencies may use written orders, EDI orders, credit card orders, or BPAs, for ordering maintenance under this contract. The Contractor shall confirm orders within fifteen (15) calendar days from the date of receipt, except that confirmation of orders shall be considered automatic for renewals for maintenance (Special Item Number 132-12). Automatic acceptance of order renewals for maintenance service shall apply for machines which may have been discontinued from use for temporary periods of time not longer than 120 calendar days. If the order is not confirmed by the Contractor as prescribed by this paragraph, the order shall be considered to be confirmed by the Contractor.
- b. The Contractor shall honor orders for maintenance for the duration of the contract period or a lesser period of time, for the equipment shown in the pricelist. Maintenance service shall commence on a mutually agreed upon date, which will be written into the maintenance order. Maintenance orders shall not be made effective before the expiration of any applicable maintenance and parts guarantee/warranty period associated with the purchase of equipment. Orders for maintenance service shall not extend beyond the end of the contract period.
- c. Maintenance may be discontinued by the ordering activity on thirty (30) calendar days written notice, or shorter notice when agreed to by the Contractor; such notice to become effective thirty (30) calendar days from the date on the notification. However, the ordering activity may extend the original discontinuance date upon written notice to the Contractor, provided that such notice is furnished at least ten (10) calendar days prior to the original discontinuance date.



- d. Annual Funding. When annually appropriated funds are cited on a maintenance order, the period of maintenance shall automatically expire on September 30th of the contract period, or at the end of the contract period, whichever occurs first. Renewal of a maintenance order citing the new appropriation shall be required, if maintenance is to continue during any remainder of the contract period.
- e. Cross-year Funding Within Contract Period. Where an ordering activity's specific appropriation authority provides for funds in excess of a 12 month, fiscal year period, the ordering activity may place an order under this schedule contract for a period up to the expiration of the contract period, notwithstanding the intervening fiscal years.
- f. Ordering activities should notify the Contractor in writing thirty (30) calendar days prior to the expiration of maintenance service, if maintenance is to be terminated at that time. Orders for continued maintenance will be required if maintenance is to be continued during the subsequent period.

REPAIR SERVICE AND REPAIR PARTS/SPARE PARTS ORDERS

- a. Agencies may use written orders, EDI orders, credit card orders, blanket purchase agreements (BPAs), or small order procedures for ordering repair service and/or repair parts/spare parts under this contract. Orders for repair service shall not extend beyond the end of the contract period.
- b. When repair service is ordered, only one chargeable repairman shall be dispatched to perform repair service, unless the ordering activity agrees, in advance, that additional repair personnel are required to effect repairs.

LOSS OR DAMAGE

When the Contractor removes equipment to his establishment for repairs, the Contractor shall be responsible for any damage or loss, from the time the equipment is removed from the ordering activity installation, until the equipment is returned to such installation.

SCOPE

The Contractor shall provide maintenance for all equipment listed herein, as requested by the ordering activity during the contract term. Repair service and repair parts/spare parts shall apply exclusively to the equipment types/models within the scope of this Information Technology Schedule.

Equipment placed under maintenance service shall be in good operating condition.



In order to determine that the equipment is in good operating condition, the equipment shall be subject to inspection by the Contractor, without charge to the ordering activity.

Costs of any repairs performed for the purpose of placing the equipment in good operating condition shall be borne by the Contractor, if the equipment was under the Contractor's guarantee/warranty or maintenance responsibility prior to the effective date of the maintenance order.

If the equipment was not under the Contractor's responsibility, the costs necessary to place the equipment in proper operating condition are to be borne by the ordering activity, in accordance with the provisions of Special Item Number 132-12 (or outside the scope of this contract).

RESPONSIBILITIES OF THE ORDERING ACTIVITY

- a. Ordering activity personnel shall not perform maintenance or attempt repairs to equipment while such equipment is under the purview of a maintenance order, unless agreed to by the Contractor.
- b. Subject to security regulations, the ordering activity shall permit access to the equipment which is to be maintained or repaired.
- c. If the Ordering Activity desires a factory authorized/certified service personnel then this should be clearly stated in the task or delivery order.

RESPONSIBILITIES OF THE CONTRACTOR

- a. For equipment not covered by a maintenance contract or warranty, the Contractor's repair service personnel shall complete repairs as soon as possible after notification by the ordering activity that service is required. Within the service areas, this repair service should normally be done within 4 hours after notification.
- b. If the Ordering Activity task or delivery order specifies a factory authorized/certified service personnel then the Contractor is obligated to provide such a factory authorized/certified service personnel for the equipment to be repaired or serviced, unless otherwise agreed to in advance between the Agency and the Contractor.

MAINTENANCE RATE PROVISIONS

- a. The Contractor shall bear all costs of maintenance, including labor, parts, and such other expenses as are necessary to keep the equipment in good operating condition, provided that the required repairs are not occasioned by fault or negligence of the ordering activity.
- b. **REGULAR HOURS**
The basic monthly rate for each make and model of equipment shall entitle the ordering



activity to maintenance service during a mutually agreed upon nine (9) hour principal period of maintenance, Monday through Friday, exclusive of holidays observed at the ordering activity location.

c. AFTER HOURS

Should the ordering activity require that maintenance be performed outside of Regular Hours, charges for such maintenance, if any, will be specified in the pricelist. Periods of less than one hour will be prorated to the nearest quarter hour.

d. TRAVEL AND TRANSPORTATION

If any charge is to apply, over and above the regular maintenance rates, because of the distance between the ordering activity location and the Contractor's service area, the charge will be negotiated at the Task Order level.

e. QUANTITY DISCOUNTS

Quantity discounts from listed maintenance service rates for multiple equipment owned and/or leased by a ordering activity are indicated below: None

REPAIR PARTS/SPARE PARTS RATE PROVISIONS

All parts, furnished as spares or as repair parts in connection with the repair of equipment, unless otherwise indicated in this pricelist, shall be new, standard parts manufactured by the equipment manufacturer. All parts shall be furnished at prices indicated in the Contractor's commercial pricelist dated May 1, 2014, at a discount of 0 % from such listed prices.

GUARANTEE/WARRANTY—REPAIR SERVICE AND REPAIR PARTS/SPARE PARTS

a. REPAIR SERVICE

All repair work will be guaranteed/warranted for a period of the standard commercial warranty

b. REPAIR PARTS/SPARE PARTS

All parts, furnished either as spares or repairs parts will be guaranteed/warranted for a period the standard commercial warranty

INVOICES AND PAYMENTS

a. Maintenance Service

(1) Invoices for maintenance service shall be submitted by the Contractor on a quarterly or monthly basis, after the completion of such period. Maintenance charges must be paid in arrears (31 U.S.C. 3324). PROMPT PAYMENT DISCOUNT, IF APPLICABLE, SHALL BE SHOWN ON THE INVOICE.

(2) Payment for maintenance service of less than one month's duration shall be prorated at 1/30th of the monthly rate for each calendar day.



b. **Repair Service and Repair Parts/Spare Parts**

Invoices for repair service and parts shall be submitted by the Contractor as soon as possible after completion of work. Payment under blanket purchase agreements will be made quarterly or monthly, except where cash payment procedures are used. Invoices shall be submitted separately to each ordering activity office ordering services under the contract. The cost of repair parts shall be shown as a separate item on the invoice, and shall be priced in accordance with paragraph #10, above. PROMPT PAYMENT DISCOUNT, IF APPLICABLE, SHALL BE SHOWN ON THE INVOICE.

TERMS AND CONDITIONS APPLICABLE TO SOFTWARE LICENSES (SPECIAL ITEM NUMBER 511210) AND MAINTENANCE AS A SERVICE (SPECIAL ITEM NUMBER 54151) OF GENERAL PURPOSE COMMERCIAL INFORMATION TECHNOLOGY SOFTWARE

INSPECTION/ACCEPTANCE

The Contractor shall only tender for acceptance those items that conform to the requirements of this contract. The ordering activity reserves the right to inspect or test any software that has been tendered for acceptance. The ordering activity may require repair or replacement of nonconforming software at no increase in contract price. The ordering activity must exercise its post acceptance rights (1) within a reasonable time after the defect was discovered or should have been discovered; and (2) before any substantial change occurs in the condition of the software, unless the change is due to the defect in the software.

ENTERPRISE USER LICENSE AGREEMENTS REQUIREMENTS (EULA)

The Contractor shall provide all Enterprise User License Agreements in an editable Microsoft Office (Word) format.

GUARANTEE/WARRANTY

1. Unless specified otherwise in this contract, the Contractor's standard commercial guarantee/warranty as stated in the contract's commercial pricelist will apply to this contract.
2. The Contractor warrants and implies that the items delivered hereunder are merchantable and fit for use for the particular purpose described in this contract.
3. Limitation of Liability. Except as otherwise provided by an express or implied warranty, the Contractor will not be liable to the ordering activity for consequential damages resulting from any defect or deficiencies in accepted items.



TECHNICAL SERVICES

The Contractor, without additional charge to the ordering activity, shall provide a hot line technical support number (703) 776.9731 for the purpose of providing user assistance and guidance in the implementation of the software. The technical support number is available from 8:30 AM EST to 6 PM EST.

SOFTWARE MAINTENANCE

Software Maintenance as a Product (SIN 511210)

Software maintenance as a product includes the publishing of bug/defect fixes via patches and updates/upgrades in function and technology to maintain the operability and usability of the software product. It may also include other no charge support that are included in the purchase price of the product in the commercial marketplace. No charge support includes items such as user blogs, discussion forums, on-line help libraries and FAQs (Frequently Asked Questions), hosted chat rooms, and limited telephone, email and/or web-based general technical support for user's self diagnostics Software maintenance as a product does NOT include the creation, design, implementation, integration, etc. of a software package. These examples are considered software maintenance as a service. Software Maintenance as a product is billed at the time of purchase.

Software Maintenance as a Service (SIN 54151)

Software maintenance as a service creates, designs, implements, and/or integrates customized changes to software that solve one or more problems and is not included with the price of the software. Software maintenance as a service includes person- to-person communications regardless of the medium used to communicate: telephone support, on-line technical support, customized support, and/or technical expertise which are charged commercially. Software maintenance as a service is billed arrears in accordance with 31 U.S.C. 3324. Software maintenance as a service is billed in arrears in accordance with 31 U.S.C. 3324.

Invoices for maintenance service shall be submitted by the Contractor on a quarterly or monthly basis, after the completion of such period. Maintenance charges must be paid in arrears (31 U.S.C. 3324). PROMPT PAYMENT DISCOUNT, IF APPLICABLE, SHALL BE SHOWN ON THE INVOICE.

PERIODS OF LICENSES (SIN 511210) AND MAINTENANCE (SIN 54151)

- a. The Contractor shall honor orders for periods for the duration of the contract period or a lesser period of time.
- b. Term licenses and/or maintenance may be discontinued by the ordering activity on thirty (30) calendar days written notice to the Contractor.
- c. Annual Funding. When annually appropriated funds are cited on an order for



term licenses and/or maintenance, the period of the term licenses and/or maintenance shall automatically expire on September 30 of the contract period, or at the end of the contract period, whichever occurs first. Renewal of the maintenance orders citing the new appropriation shall be required, if the maintenance is to be continued during any remainder of the contract period.

d. Cross-Year Funding Within Contract Period. Where an ordering activity's specific appropriation authority provides for funds in excess of a 12 month (fiscal year) period, the ordering activity may place an order under this schedule contract for a period up to the expiration of the contract period, notwithstanding the intervening fiscal years.

e. Ordering activities should notify the Contractor in writing thirty (30) calendar days prior to the expiration of an order, if the term licenses and/or maintenance is to be terminated at that time. Orders for the continuation of term licenses and/or maintenance will be required if the maintenance is to be continued during the subsequent period.

UTILIZATION LIMITATIONS (SIN 511210 AND SIN 54151)

a. Software acquisition is limited to commercial computer software defined in FAR Part 2.101.

b. When acquired by the ordering activity, commercial computer software and related documentation so legend shall be subject to the following:

(1) Title to and ownership of the software and documentation shall remain with the Contractor, unless otherwise specified.

(2) Software licenses are by site and by ordering activity. An ordering activity is defined as a cabinet level or independent ordering activity. The software may be used by any subdivision of the ordering activity (service, bureau, division, command, etc.) that has access to the site the software is placed at, even if the subdivision did not participate in the acquisition of the software. Further, the software may be used on a sharing basis where multiple agencies have joint projects that can be satisfied by the use of the software placed at one ordering activity's site. This would allow other agencies access to one ordering activity's database. For ordering activity public domain databases, user agencies and third parties may use the computer program to enter, retrieve, analyze and present data. The user ordering activity will take appropriate action by instruction, agreement, or otherwise, to protect the Contractor's proprietary property with any third parties that are permitted access to the computer programs and documentation in connection with the user ordering activity's permitted use of the computer programs and documentation. For purposes of this section, all such permitted third parties shall be deemed agents of the user ordering activity.

(3) Except as is provided in paragraph 8.b(2) above, the ordering activity shall not provide or otherwise make available the software or documentation,



or any portion thereof, in any form, to any third party without the prior written approval of the Contractor. Third parties do not include prime Contractors, subcontractors and agents of the ordering activity who have the ordering activity's permission to use the licensed software and documentation at the facility, and who have agreed to use the licensed software and documentation only in accordance with these restrictions. This provision does not limit the right of the ordering activity to use software, documentation, or information therein, which the ordering activity may already have or obtains without restrictions.

(4) The ordering activity shall have the right to use the computer software and documentation with the computer for which it is acquired at any other facility to which that computer may be transferred, or in cases of Disaster Recovery, the ordering activity has the right to transfer the software to another site if the ordering activity site for which it is acquired is deemed to be unsafe for ordering activity personnel; to use the computer software and documentation with a backup computer when the primary computer is inoperative; to copy computer programs for safekeeping (archives) or backup purposes; to transfer a copy of the software to another site for purposes of benchmarking new hardware and/or software; and to modify the software and documentation or combine it with other software, provided that the unmodified portions shall remain subject to these restrictions.

(5) "Commercial Computer Software" may be marked with the Contractor's standard commercial restricted rights legend, but the schedule contract and schedule pricelist, including this clause, "Utilization Limitations" are the only governing terms and conditions, and shall take precedence and supersede any different or additional terms and conditions included in the standard commercial legend.

SOFTWARE CONVERSIONS (SIN 511210)

Full monetary credit will be allowed to the ordering activity when conversion from one version of the software to another is made as the result of a change in operating system , or from one computer system to another. Under a perpetual license (511210), the purchase price of the new software shall be reduced by the amount that was paid to purchase the earlier version.

DESCRIPTIONS AND EQUIPMENT COMPATIBILITY

The Contractor shall include, in the schedule pricelist, a complete description of each software product and a list of equipment on which the software can be used. Also, included shall be a brief, introductory explanation of the modules and documentation which are offered.



RIGHT TO COPY PRICING

The Contractor shall insert the discounted pricing for right to copy licenses. Contractor does not offer.



TERMS AND CONDITIONS APPLICABLE TO Ancillary Supplies and/or Services
(SPECIAL ITEM NUMBER ANCILLARY)

Ancillary Supplies and/or Services - SUBJECT TO COOPERATIVE PURCHASING - Ancillary supplies and/or services are support supplies and services which are not within the scope of any other SIN on this schedule. These supplies and/or services may only be ordered in conjunction with or in support of supplies and/or services purchased under another SIN(s) in this solicitation to provide a solution to a customer requirement. This SIN may be used for orders and blanket purchase agreements that involve work or a project that is solely associated with the supplies and/or services purchased under this schedule. This SIN EXCLUDES purchases that are exclusively for supplies and/or services already available under another schedule and is limited to information technology (IT) products and/or services.

Special Instructions: The work performed under this SIN shall be associated with existing SINs that are part of this schedule. Ancillary supplies and/or services shall not be the primary purpose of the work ordered, but be an integral part of the total solution offered. Ancillary supplies and/or services may only be ordered in conjunction with or in support of supplies and/or services purchased under another SIN in this schedule. Contractors may be required to provide additional information to support a determination that their proposed ancillary supplies and/or services are commercially offered in support of one or more SINs under this schedule. Note: Commercially available products under this solicitation may be covered by the Energy Star or Electronic Product Environmental Assessment Tool (EPEAT) programs. Applicable EPEAT-registered products are available at the Bronze level or higher.



OLM Order-Level Materials (OLMs) - SUBJECT TO COOPERATIVE PURCHASING

Order-Level Materials (OLMs) are supplies and/or services acquired in direct support of an individual task or delivery order placed against a Federal Supply Schedule (FSS) contract or FSS blanket purchase agreement (BPA). OLMs are not defined, priced, or awarded at the FSS contract level. They are unknown before a task or delivery order is placed against the FSS contract or FSS BPA. OLMs are only authorized for inclusion at the order level under a Time-and-Materials (T&M) or LaborHour (LH) Contract Line Item Number (CLIN) and are subject to a Not To Exceed (NTE) ceiling price. OLMs include direct materials, subcontracts for supplies and incidental services for which there is not a labor category specified in the FSS contract, other direct costs, and indirect costs. OLMs are purchased under the authority of the FSS Program and are not "open market items." Items awarded under ancillary supplies/services or other direct cost (ODC) SINs are not OLMs. These items are defined, priced, and awarded at the FSS contract level, whereas OLMs are unknown before an order is placed. Ancillary supplies and services and ODC SINs are for use under all order type CLINs (Fixed-Price (FP), T&M, and LH), whereas the Order-Level Materials SIN is only authorized for use under T&M and LH order CLINs. The Order-Level Materials SIN is only authorized for use in direct support of another awarded SIN. Price analysis for OLMs is not conducted when awarding the FSS contract or FSS BPA; therefore, GSAR 538.270 and 538.271 do not apply to OLMs. OLMs are defined and priced at the ordering activity level in accordance with GSAR clause 552.238-82 Special Ordering Procedures for the Acquisition of Order-Level Materials. Prices for items provided under the Order-Level Materials SIN must be inclusive of the Industrial Funding Fee (IFF). The cumulative value of OLMs.



**TERMS AND CONDITIONS APPLICABLE TO INFORMATION TECHNOLOGY (IT)
PROFESSIONAL SERVICES
(SPECIAL ITEM NUMBER 54151S)**

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

- d. 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

In accordance with FAR 52.212-4 CONTRACT TERMS AND CONDITIONS--COMMERCIAL ITEMS (MAR 2009) (DEVIATION I - FEB 2007) for Firm-Fixed Price orders and FAR 52.212-4 CONTRACT TERMS AND CONDITIONS COMMERCIAL ITEMS (MAR 2009)

(ALTERNATE I OCT 2008) (DEVIATION I – FEB 2007) applies to Time-and- Materials and Labor-Hour Contracts orders placed under this contract.

7. RESPONSIBILITIES OF THE CONTRACTOR

The Contractor shall comply with all laws, ordinances, and regulations (Federal, State, City, or otherwise) covering work of this character. If the end product of a task order is software, then FAR 52.227-14 (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 Professional Services.

9. INDEPENDENT CONTRACTOR

All IT 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 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: prescribed in 16.601(e)(3), insert the following provision:

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

13. RESUMES

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



14. INCIDENTAL SUPPORT COSTS

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

15. APPROVAL OF SUBCONTRACTS

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

16. SUBSTITUTIONS

Three Wire Systems, LLC reserves the right to make the following substitutions in the education and/or experience requirements of any of the service skill categories set forth herein.

General Requirements for Academic Degrees and equivalent experience levels.

6 years of pertinent experience is the equivalent to a Bachelor's Degree.

12 years of pertinent experience is the equivalent to a Master's Degree.

6 years of pertinent experience plus a Bachelor's Degree is the equivalent to a Master's Degree

17. DESCRIPTION OF IT PROFESSIONAL SERVICES AND PRICING

Please refer to the labor category descriptions and pricing incorporated into this GSA Pricelist.



Labor Category Descriptions

Program Manager IV:

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/General Experience: Fifteen years of experience.

Minimum Education: Bachelors. See education equivalency policy.

Senior Application Engineer II:

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/General Experience: Ten years of experience

Minimum Education: Bachelors. See education equivalency policy.

IT Hardware Specialist:

Functional Responsibility: Reviews computer systems in terms of machine capabilities and human machine interface. Prepares reports and studies concerning hardware. Prepares functional requirements and specifications.

Minimum/General Experience: Five years of experience.

Minimum Education: Associates.



Communications Software Specialist II:

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/General Experience: Three years of experience

Minimum Education: Associates.

Communications Software Specialist III:

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/General Experience: Five years of experience

Minimum Education: Bachelors. See education equivalency policy.

Communications Software Specialist IV:

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/General Experience: Eight years of experience

Minimum Education: Bachelors. See education equivalency policy.



Senior Application Engineer I:

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/General Experience: Six years of experience

Minimum Education: Bachelors. See education equivalency policy.

Communications Specialist:

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/General Experience: Five years of experience

Minimum Education: Bachelors. See education equivalency policy.

System Programmer II:

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/General Experience: Six years of experience

Minimum Education: Bachelors. See education equivalency policy.



System Programmer I:

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/General Experience: Five years of experience

Minimum Education: Bachelors. See education equivalency policy.

Applications Programmer III:

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/General Experience: Six years of experience.

Minimum Education: Bachelors. See education equivalency policy.

Applications Programmer II:

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/General Experience: Five years of experience

Minimum Education: Bachelors. See education equivalency policy.



Junior Applications Programmer:

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/General Experience: One year of experience.

Minimum Education: Associates.

Applications Programmer I:

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/General Experience: Four years of experience

Minimum Education: Bachelors. See education equivalency policy.

Programmer III:

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/General Experience: Three years of experience

Minimum Education: Bachelors. See education equivalency policy.



Programmer II:

Functional Responsibility: Perform analysis and develops, integrates, and maintains both systems and applications software as required. Perform enterprise or organization-wide planning and design of technical solutions requiring the application of information technology. Perform analysis and validation of IT requirements. Plan and manage efforts within the systems software domain.

Minimum/General Experience: Two years of experience

Minimum Education: Bachelors. See education equivalency policy.

Programmer I:

Functional Responsibility: Under general supervision, develops computer programs in accordance with program and system design *Minimum/General Experience:* One year experience.

Minimum Education: Associates.

Application Engineer II:

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/General Experience: Four years of experience

Minimum Education: Bachelors. See education equivalency policy.



Junior Information Systems Specialist:

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/General Experience: Four years of experience.

Minimum Education: Associates.

Specialist II:

Functional Responsibility: This category covers very high demand consultants and/or in such emerging technologies which may include but is not limited to Forescout, 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/General Experience: Eight years of experience

Minimum Education: Bachelors. See education equivalency policy.

Specialist I:

Functional Responsibility: This category covers very high demand consultants and/or in such emerging technologies which may include but is not limited to Forescout, 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/General Experience: Seven years of experience.

Minimum Education: Bachelors. See education equivalency policy.



User Services Lead Analyst:

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/General Experience: Five years of experience

Minimum Education: Bachelors. See education equivalency policy.

Application Engineer I:

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/General Experience: Two years of experience

Minimum Education: Bachelors. See education equivalency policy.

Technical Writer IV:

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/General Experience: Five years of experience

Minimum Education: Bachelors. See education equivalency policy.



Technical Writer III:

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/General Experience: Four years of experience

Minimum Education: Bachelors. See education equivalency policy.

Technical Writer II:

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/General Experience: Three years of experience.

Minimum Education: Bachelors. See education equivalency policy.

Technical Writer I:

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/General Experience: Two years of experience.

Minimum Education: Bachelors. See education equivalency policy.



Program Administration Specialist:

Functional Responsibility: Proficient in writing style, punctuation, grammar and format. Experience in creating technical documents using appropriate computer based software desktop publishing packages including but not limited to Excel, Adobe PageMaker, Ventura, Quark, etc. Train client personnel in subject matter related to information technology. May develop IT course materials. Provide support to data processing and service functions including; 1) documenting IT programs and processes; 2) processing, collecting, testing, maintaining and distributing program and systems documentation; 3) analyzing software code and anomalies; 4) collecting raw information, preparing flow charts, and coding in program languages and 5) word processing support of technical writers and engineers in the preparation of program documentation.

Minimum/General Experience: Five years of experience.

Minimum Education: Bachelors. See education equivalency policy.

Principal Information Engineer II:

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/General Experience: Ten years of experience.

Minimum Education: Masters. See education equivalency policy.



Contract Specialist III:

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/General Experience: Five years of experience.

Minimum Education: Bachelors. See education equivalency policy.

Contract Specialist II:

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/General Experience: Three years of experience.

Minimum Education: Bachelors. See education equivalency policy.

Contract Specialist I:

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/General Experience: Two years of experience.

Minimum Education: Bachelors. See education equivalency policy.



Project Control Specialist:

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/General Experience: Six years of experience.

Minimum Education: Bachelors. See education equivalency policy.

Administrative Support and Graphics Specialist:

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/General Experience: One year of experience.

Minimum Education: Associates.

Graphics Specialist:

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/General Experience: Two years of experience.

Minimum Education: Associates.



Administrative Support and Graphics Specialist:

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/General Experience: One year of experience.

Minimum Education: Associates.

Principal Information Engineer I:

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 1 X data modeling. Provides technical guidance in software engineering techniques and automated support tools.

Minimum/General Experience: Ten years of experience.

Minimum Education: Masters. See education equivalency policy.



Senior Information Engineer III:

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/General Experience: Ten years of experience.

Minimum Education: Bachelors. See education equivalency policy.

Senior Information Engineer II:

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/General Experience: Ten years of experience.

Minimum Education: Bachelors. See education equivalency policy.



Senior Information Engineer I:

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/General Experience: Seven years of experience.

Minimum Education: Bachelors. See education equivalency policy.

Information Engineer:

Functional Responsibility: Applies a business wide set of disciplines for the planning, analysis, design and construction of information systems on a businesswide 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/General Experience: Five years of experience.

Minimum Education: Bachelors. See education equivalency policy.



Program Manager III:

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/General Experience: Ten years of experience.

Minimum Education: Bachelors. See education equivalency policy.

Senior Communications Security Engineer:

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.

Minimum/General Experience: Twelve years of experience.

Minimum Education: Bachelors. See education equivalency policy.

Senior Computer Security Systems Specialist:

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/General Experience: Ten years of experience.

Minimum Education: Bachelors. See education equivalency policy.



Computer/Telecommunications Security Systems Specialist:

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/General Experience: Eight years of experience.

Minimum Education: Bachelors. See education equivalency policy.

Computer Security Systems Specialist:

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/General Experience: Eight years of experience.

Minimum Education: Bachelors. See education equivalency policy.

Senior Telecommunications Specialist:

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/General Experience: Eight years of experience.

Minimum Education: Bachelors. See education equivalency policy.



Senior Telecommunication/Security Technician:

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/General Experience: Five years of experience.

Minimum Education: Bachelors. See education equivalency policy.

Telecommunications/Security Specialist:

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/General Experience: Six years of experience.

Minimum Education: Bachelors. See education equivalency policy.

Telecommunications/Security Technician:

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/General Experience: Three years of experience.

Minimum Education: Bachelors. See education equivalency policy.



Junior Telecommunications/Security Specialist:

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/General Experience: Four years of experience.

Minimum Education: Associates.

Lead Analyst (Engineer III):

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

Minimum/General Experience: Eight years of experience.

Minimum Education: Bachelors. See education equivalency policy.

Program Manager II:

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/General Experience: Six years of experience.

Minimum Education: Bachelors. See education equivalency policy.



Senior Analyst (Engineer II):

Functional Responsibility: Under general direction analyze various aspects of organizational functioning, including management, processes, structure, culture, and performance of information technology projects. Conduct organizational or process analysis, utilizing qualitative and quantitative analysis tools and techniques for engineering, operations and security IT programs. Identify sources of problems, make recommendations for solutions, including designing and implementing appropriate organizational interventions. Apply organizational and management theory and principles to understand and improve organizational effectiveness and efficiency in achieving business goals for these IT Programs. Work with all levels of the organization, from leadership and senior management to the workforce; interactions may include coaching, interviewing, workshop facilitation, IT training, and surveys. Focus is on understanding why and how effectively an organization, program, process or group of people, function in the present manner; how function or performance could be improved; and what should be done to bring about the improvement in effectiveness and/or efficiency. Develop practical and workable solutions to clients' technical and business problems for engineering, operations and security IT programs. Analyze requirements and potential solutions for technical and economic feasibility. Work on multiple phases of complex IT projects independently. Coordinate activities with superiors and client personnel to resolve technical and/or business issues and ensures the successful delivery of the project requirements.

Minimum/General Experience: Five years of experience.

Minimum Education: Bachelors. See education equivalency policy.



Senior Systems Engineer/Analyst:

Functional Responsibility: Provide technical leadership in analyzing various aspects of organizational functioning, including management, processes, structure, culture, and performance of information technology projects. Conduct organizational or process analysis, utilizing qualitative and quantitative analysis tools and techniques for engineering, operations and security IT programs. Identify sources of problems, make recommendations for solutions, including designing and implementing appropriate organizational interventions. Apply organizational and management theory and principles to understand and improve organizational effectiveness and efficiency in achieving business goals as it relates to these IT Programs. Work with all levels of the organization, from leadership and senior management to the workforce; interactions may include coaching, interviewing, workshop facilitation, training, and surveys. Focus is on understanding why and how effectively an organization, program, process or group of people, function in the present manner; how function or performance could be improved; and what should be done to bring about the improvement in effectiveness and/or efficiency in IT Programs. Apply this leadership in any phase of the system development life cycle support as task requirements dictate and may have a high level of expertise in one area. Plan, recommend, and perform changes. Utilize an accomplished knowledge of multiple technical disciplines, unique applications, and business management practices to develop technical and/or business solutions to client problems for engineering, operations and security IT programs. Assist clients in planning and developing objectives and goals. Support client objectives while conforming to the client's operating practices.

Minimum/General Experience: Three years of experience.

Minimum Education: Bachelors. See education equivalency policy.

Lead Analyst (Information Security):

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/General Experience: Six years of experience.

Minimum Education: Bachelors. See education equivalency policy.



Systems Engineer/Analyst:

Functional Responsibility: Analyze various aspects of Information Technology organizational functioning, including management, processes, structure, culture, and performance of information technology projects. Conduct organizational or process analysis, utilizing qualitative and quantitative analysis tools and techniques for engineering, operations and security IT programs. Identify sources of problems, make recommendations for solutions, including designing and implementing appropriate organizational interventions for these IT projects. Apply organizational and management theory and principles to understand and improve organizational effectiveness and efficiency in achieving business goals as it relates to Information Technology projects. Work with all levels of the organization, from leadership and senior management to the workforce; interactions may include coaching, interviewing, workshop facilitation, training, and surveys. Focus is on understanding why and how effectively an organization, program, process or group of people, function in the present manner; how function or performance could be improved; and what should be done to bring about the improvement in effectiveness and/or efficiency of engineering, operations or security IT projects.

Minimum/General Experience: Five years of experience.

Minimum Education: Bachelors. See education equivalency policy.

Senior Analyst (Information Security):

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/General Experience: Five years of experience.

Minimum Education: Bachelors. See education equivalency policy.



Analyst:

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/General Experience: Three years of experience.

Minimum Education: Bachelors. See education equivalency policy.

Senior Information Systems Specialist:

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/General Experience: Eight years of experience.

Minimum Education: Bachelors. See education equivalency policy.

Information Systems Specialist:

Functional Responsibility: Responsible for installation, maintenance and management of computer systems hardware/software, stand-alone and/or networked. Assist in the development and improvement of information technology services.

Minimum/General Experience: Six years of experience.

Minimum Education: Bachelors. See education equivalency policy.



Computer Analyst Level IV:

Functional Responsibility: Analyze science, engineering, business, and all other data processing problems for application to electronic data processing systems. Analyze user requirements, procedures, and problems to automate or improve existing systems and review computer system capabilities, workflow, and scheduling limitations. May analyze or recommend commercially available software. May supervise computer programmers.

Minimum/General Experience: Seven years of experience.

Minimum Education: Bachelors. See education equivalency policy.

Computer Systems Analyst III:

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/General Experience: Six years of experience.

Minimum Education: Bachelors. See education equivalency policy.



Program Manager I:

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/General Experience: Ten years of experience.

Minimum Education: Bachelors. See education equivalency policy.

Computer Systems Analyst II:

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/General Experience: Eight years of experience.

Minimum Education: Bachelors. See education equivalency policy.



Computer Systems Analyst I:

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/General Experience: Six years of experience.

Minimum Education: Bachelors. See education equivalency policy.

Junior Computer Systems Analyst III:

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/General Experience: Four years of experience.

Minimum Education: Bachelors. See education equivalency policy.

Junior Computer Systems Analyst II:

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/General Experience: Three years of experience.

Minimum Education: Bachelors. See education equivalency policy.



Junior Computer Systems Analyst I:

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/General Experience: One year of experience.

Minimum Education: Bachelors. See education equivalency policy.

Senior Functional Analyst III:

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/General Experience: Ten years of experience.

Minimum Education: Bachelors. See education equivalency policy.

Senior Functional Analyst II:

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/General Experience: Eight years of experience.

Minimum Education: Bachelors. See education equivalency policy.



Senior Functional Analyst I:

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/General Experience: Seven years of experience.

Minimum Education: Bachelors. See education equivalency policy.

Functional Analyst:

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/General Experience: Five years of experience.

Minimum Education: Bachelors. See education equivalency policy.

Junior Functional Analyst:

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/General Experience: Four years of experience.

Minimum Education: Bachelors. See education equivalency policy.



Project Manager III:

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/General Experience: Seven years of experience.

Minimum Education: Bachelors. See education equivalency policy.

Principal Systems Architect II:

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/General Experience: Ten years of experience.

Minimum Education: Bachelors. See education equivalency policy.



Principal Systems Architect I:

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/General Experience: Eight years of experience.

Minimum Education: Bachelors. See education equivalency policy.

Senior Systems Architect:

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/General Experience: Ten years of experience.

Minimum Education: Bachelors. See education equivalency policy.



Senior Software Engineering:

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/General Experience: Ten years of experience.

Minimum Education: Bachelors. See education equivalency policy.

Software Systems Specialist:

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/General Experience: Five years of experience.

Minimum Education: Bachelors. See education equivalency policy.

Software Technical Support:

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/General Experience: Three years of experience.

Minimum Education: Bachelors. See education equivalency policy.



Software Engineer I:

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/General Experience: Three years of experience.

Minimum Education: Bachelors. See education equivalency policy.

Lead Systems Engineer:

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/General Experience: Eight years of experience.

Minimum Education: Bachelors. See education equivalency policy.

Project Manager II:

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/General Experience: Ten years of experience.

Minimum Education: Bachelors. See education equivalency policy.



Systems Engineer II:

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 scalable 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/General Experience: Eight years of experience.

Minimum Education: Bachelors. See education equivalency policy.

Systems Engineer I:

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/General Experience: Five years of experience.

Minimum Education: Bachelors. See education equivalency policy.



Systems Specialist:

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.

Minimum/General Experience: Five years of experience.

Minimum Education: Bachelors. See education equivalency policy.

Senior Systems Engineer:

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/General Experience: Six years of experience.

Minimum Education: Bachelors. See education equivalency policy.

Systems Engineer:

Functional Responsibility: Analyzes information requirements. Analytically and systematically evaluates problems of workflows.

Minimum/General Experience: Three years of experience.

Minimum Education: Bachelors. See education equivalency policy.



Senior Database Management Specialist:

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/General Experience: Ten years of experience.

Minimum Education: Bachelors. See education equivalency policy.

Database Analyst:

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/General Experience: Five years of experience.

Minimum Education: Bachelors. See education equivalency policy.

Database Manager:

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/General Experience: Seven years of experience.

Minimum Education: Bachelors. See education equivalency policy.



Database Management Specialist:

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/General Experience: Six years of experience.

Minimum Education: Bachelors. See education equivalency policy.

Project Manager I:

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/General Experience: Eight years of experience.

Minimum Education: Bachelors. See education equivalency policy.

Senior Database Manager:

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/General Experience: Ten years of experience.

Minimum Education: Bachelors. See education equivalency policy.



Junior Database Manager:

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/General Experience: Six years of experience.

Minimum Education: Bachelors. See education equivalency policy.

Communications Network Manager II:

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/General Experience: Eight years of experience.

Minimum Education: Bachelors. See education equivalency policy.



Communications Network Specialist II:

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/General Experience: Six years of experience.

Minimum Education: Bachelors. See education equivalency policy.

Communications Network Specialist I:

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/General Experience: Five years of experience.

Minimum Education: Bachelors. See education equivalency policy.

Communications Network Manager I:

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

Minimum/General Experience: Six years of experience.

Minimum Education: Bachelors. See education equivalency policy.



Senior Network Engineer II:

Functional Responsibility: Analyzes user needs to determine functional and cross-functional requirements. Performs functional allocation to identify required tasks and their interrelationships. Applies business process improvement practices to re-engineer methodologies/principles and business process modernization projects. Applies, as appropriate, activity and data modeling, transaction flow analysis, internal control and risk analysis and modern business methods and performance measurement techniques. Assists in establishing information assurance standards for information systems procedures. Develops and applies organization-wide information models for use in designing and building integrated, shared software and database management systems. Constructs sound, logical business improvement opportunities consistent with corporate Information Assurance Management guiding principles, cost savings, and IA open system architecture objectives. Must demonstrate the ability to work independently or under only general direction. May function as team leader for less experienced network engineers.

Minimum/General Experience: Eight years of experience.

Minimum Education: Bachelors. See education equivalency policy.

Senior Network Engineer I:

Functional Responsibility: Analyze user needs to determine IA functional and cross-functional requirements. Performs functional allocation to identify required IA tasks and their interrelationships. Applies business process improvement practices to re-engineer methodologies/principles and business process modernization projects. Applies, as appropriate, activity and data modeling, transaction flow analysis, internal control and risk analysis and modern business methods and performance measurement techniques. Assist in establishing information assurance 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 and logical improvement opportunities consistent with corporate Information Assurance Management guiding principles, cost savings, and open system architecture objectives. May function as team leader for less experienced network engineers.

Minimum/General Experience: Seven years of experience. *Minimum Education:* Bachelors. See education equivalency policy.



Network Engineer:

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/General Experience: Five years of experience.

Minimum Education: Bachelors. See education equivalency policy.

Task Order Project Manager:

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/General Experience: Five years of experience.

Minimum Education: Bachelors. See education equivalency policy.

Junior Network Engineer II:

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/General Experience: Six years of experience.

Minimum Education: Bachelors. See education equivalency policy.



Junior Network Engineer I:

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/General Experience: Three years of experience.

Minimum Education: Associates.

LAN Reconfiguration Engineer:

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

Minimum/General Experience: Four years of experience.

Minimum Education: Bachelors. See education equivalency policy.

LAN Manager:

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 file servers.

Minimum/General Experience: Four years of experience.

Minimum Education: Bachelors. See education equivalency policy.



System Administrator/Operator:

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/General Experience: Four years of experience.

Minimum Education: Bachelors. See education equivalency policy.

System Administrator III:

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/General Experience: Four years of experience.

Minimum Education: Bachelors. See education equivalency policy.

System Administrator II:

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/General Experience: Three years of experience.

Minimum Education: Bachelors. See education equivalency policy.



Task Order Manager:

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

Minimum/General Experience: Three years of experience.

Minimum Education: Bachelors. See education equivalency policy.

Systems Administrator I:

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/General Experience: Two years of experience.

Minimum Education: Associates.

System Operator II:

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/General Experience: Three years of experience.

Minimum Education: Associates.

System Operator I:

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/General Experience: Two years of experience.

Minimum Education: Associates.



Quality Assurance Manager II:

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/General Experience: Eight years of experience.

Minimum Education: Bachelors. See education equivalency policy.

Quality Assurance Manager I:

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

Minimum/General Experience: Six years of experience.

Minimum Education: Bachelors. See education equivalency policy.

Quality Assurance Specialist:

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/General Experience: Four years of experience.

Minimum Education: Bachelors. See education equivalency policy.



Quality Assurance Analyst II:

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/General Experience: Six years of experience.

Minimum Education: Bachelors. See education equivalency policy.

Quality Assurance Analyst I:

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

Minimum/General Experience: Four years of experience.

Minimum Education: Bachelors. See education equivalency policy.

Configuration Management Manager:

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/General Experience: Six years of experience.

Minimum Education: Bachelors. See education equivalency policy.



Communications Hardware Specialist II:

Functional Responsibility: Analyzes network and computer communications hardware characteristics and recommends equipment procurement, removals, and modifications.

Minimum/General Experience: Four years of experience.

Minimum Education: Bachelors. See education equivalency policy.

General Requirements for Academic Degrees and equivalent experience levels.

6 years of pertinent experience is the equivalent to a Bachelor's Degree.

12 years of pertinent experience is the equivalent to a Master's Degree.

6 years of pertinent experience plus a Bachelor's Degree is the equivalent to a Master's Degree

Software Engineer II

Functional Responsibilities: The Software Engineer is responsible for programming new software applications, implementing upgrades to existing applications, and integrating COTS applications (e.g., Remedy) into enterprise systems. The software engineer programs the alpha, beta, and final versions of the software application. During development, the engineer is responsible for developing test procedures and deployment plans. Other responsibilities include providing expertise and support in the design and prototyping phase, including the development of design documentation. The design process includes developing specifications for the required permission system and security layers for the application, determining what features or modules are needed, and illustrating the interaction among the business logic objects. The software engineer is responsible for developing software prototypes that adhere to established system specifications and demonstrate concepts to technical staff, project leaders, and the client.

The software engineer must have solid understanding of writing SQL queries and have knowledge of operating systems and services for servers that host Web applications. The engineer must demonstrate the ability to adhere to programming standards and best practices, and program security layers for access to the software and data.



Minimum General Experience: This position requires a minimum of three years experience developing large scale .Net or J2EE N-Tier applications and supporting documentation within the software development life cycle process. This individual must also possess at least two years experience with any or the following languages:ASP.NET, VB.NET, C#, SQL. VBScript, JavaScript, CSS, Java, C++, C, and Visual Basic.

Minimum Education: Bachelor's Degree in Computer Science or a related discipline.

- Additional 4 years or direct related experience may be substituted in lieu of a Bachelors' degree

Business Analyst II

Functional Responsibilities: Manages, directs, and the supports the development, enhancement, and maintenance or business solutions In support of information technology planning, research, and implementation. Business solutions are based on the customer needs and crafted to drive the development or information technology solutions. A Business Analyst II acts as a liaison between customers and other support groups lo identify business processes, systems, and product requirements. Documents customer specifications and interacts with other support groups to apply understanding of customers business. They support aspects or the business cycle including proposals, feasibility studies, implementations, and new business development. Plans and leads customer projects with some guidance. A Business Analyst II anticipates. researches, identifies, and develops solutions to customer problems Additionally, they participate in training activities for peers and customers. Communicate business solutions to information technology committee and implementation team to ensure that business requirements are implemented accurately in automated information systems and supporting applications, and meet the customer's requirements.

Minimum/General Experience : Relative experience in testing business applications with a focusing on the business perspective.

Minimum Education: Bachelor's Degree in Computer Science or a related discipline.

- Additional 4 years of direct related experience may be substituted in lieu or a Bachelor's degree



Remedy Engineer II

Functional Responsibilities: Lead the implementation of a Remedy instance by performing analysis and design. The design process includes developing specifications for the required system and determining what features or modules are required. The Remedy Engineer is responsible for developing software prototypes that adhere to established system specifications and demonstrate concepts to the client's technical staff and project leaders. He or she will possess excellent communication skills, both verbally and written and be able to communicate at both a technical and managerial level. As a Remedy engineer, they will be able to gather requirements and follow through in the development lifecycle using industry standards.

Minimum/General Experience: Minimum four (4) years of experience with BMC Remedy as a developer with a senior level of understanding of the Remedy Action Request System architecture and IT Service Management modules.

Minimum Education: Bachelor's Degree in Computer Science or a related discipline.

*Additional 4 years of direct related experience may be substituted in lieu of a Bachelor's degree

Remedy Engineer III

Functional Responsibilities: Lead the implementation of a Remedy instance by performing analysis and design. The design process includes developing specifications for the required system and determining what features or modules are required. The Remedy Engineer is responsible for developing software prototypes that adhere to established system specifications and demonstrate concepts to the client's technical staff and project leaders.

He or she will possess excellent communication skills, both verbally and written and be able to communicate at both a technical and managerial level. As a Remedy engineer, they will be able to gather requirements and follow through in the development lifecycle using industry standards.

Minimum/General Experience: Minimum five (5) years of experience with BMC Remedy as a developer with a senior level of understanding of the Remedy Action Request System architecture and IT Service Management modules.

Minimum Education: Bachelor's Degree in Computer Science or a related discipline.'

*Additional 4 years of direct related experience may be substituted in lieu of a Bachelor's degree.



Project Manager

Functional Responsibilities: Performs day-to-day management for IT projects. Manages engineering teams or data processing and other Information systems management professionals involved in analyzing, designing, integrating, testing, documenting, converting, extending, and implementing automated Information and telecommunications systems.

Demonstrates proven skills in those technical areas addressed by the delivery order to be managed. Organizes, directs, and coordinates the planning and production of all activities associated with assigned deliverables. Establishes and alters, as necessary, corporate management structure to direct effective contract support activities. Demonstrates excellent written and oral communications.

Minimum/General Experience: Requires 10 years of IT experience, including at least 5 years of project management experience

Minimum Education: Bachelor's Degree or higher. Five (5) years of direct related experience in a related field may be substituted for a Bachelor's degree requirement.

Senior Systems Analyst

Functional Responsibilities: Acts as lead in performing programming, system analysis and design in complex software applications. Experience with various technologies such as inter/intranet applications, client server based applications and TCP/IP and FTP communications protocols. Perform complex ADP studies and high-level systems analysis, design, programming, documentation and implementation of complex applications.

Minimum/General Experience: 5 years of general systems analyst experience.

Minimum Education: Bachelor's Degree or higher. Five (5) years or direct related experience in a related field may be substituted for a Bachelor's degree requirement.



IT Specialist III

Functional Responsibilities: Four years of progressive experience in participating in IT projects. Demonstrated ability to provide guidance and direction for specific projects or sub-tasks. Proven experience in three or more service areas. Interfaces with the client on a day-to-day basis. Supports the completion of project specific tasks within estimated time frames and budget constraints.

Minimum/General Experience: Requires 4 years or more experience in IT projects.

Minimum Education: Bachelor's Degree or higher. Five (5) years of direct related experience in a related field may be substituted for a Bachelor's degree requirement.

IT Specialist II

Functional Responsibilities: Demonstrated ability to provide guidance and direction for specific sub-tasks of a project. Specific experience in two or more service areas. Interfaces with the client on a day-to-day basis. Supports the completion of project specific tasks within the estimated time frame and budget constraints.

Minimum/General Experience:: Requires 2 years or more experience in IT projects.

Minimum Education Bachelor's Degree or higher. Five (5) years of direct related experience in a related field may be substituted for a Bachelor's degree requirement.



Schedule Price List

Labor Category	GSA Price
Administrative Support and Graphics Specialist	\$ 54.62
Analyst	\$ 136.55
Analyst (Information Security), Senior	\$ 145.65
Analyst / Engineer II, Senior	\$ 182.06
Application Engineer I	\$ 109.25
Application Engineer I, Senior	\$ 127.46
Application Engineer II	\$ 118.35
Application Engineer II, Senior	\$ 136.55
Applications Programmer I	\$ 109.25
Applications Programmer II	\$ 127.46
Applications Programmer III	\$ 136.55
Applications Programmer, Junior	\$ 118.35
Business Analyst II	\$ 102.37
Communications Hardware Specialist II	\$ 118.35
Communications Network Manager I	\$ 154.77
Communications Network Manager II	\$ 182.06
Communications Network Specialist I	\$ 163.87
Communications Network Specialist II	\$ 172.96
Communications Security Engineer, Senior	\$ 172.96
Communications Software Specialist II	\$ 100.14
Communications Software Specialist III	\$ 109.25
Communications Software Specialist IV	\$ 127.46
Communications Specialist	\$ 118.35
Computer Analyst Level IV	\$ 163.87



Labor Category	GSA Price
Computer Security Systems Specialist	\$ 145.65
Computer Security Systems Specialist, Senior	\$ 163.87
Computer Systems Analyst I	\$ 136.55
Computer Systems Analyst I, Junior	\$ 81.94
Computer Systems Analyst II	\$ 145.65
Computer Systems Analyst II, Junior	\$ 100.14
Computer Systems Analyst III	\$ 154.77
Computer Systems Analyst III, Junior	\$ 109.25
Computer/ Telecommunications Security Systems Specialist	\$ 154.77
Configuration Management Manager	\$ 100.14
Contract Specialist I	\$ 109.25
Contract Specialist II	\$ 118.35
Contract Specialist III	\$ 127.46
Database Analyst	\$ 154.77
Database Management Specialist	\$ 136.55
Database Management Specialist, Senior	\$ 163.87
Database Manager	\$ 145.65
Database Manager, Junior	\$ 118.35
Database Manager, Senior	\$ 127.46
Functional Analyst	\$ 91.03
Functional Analyst, Junior	\$ 81.94
Graphics Specialist	\$ 58.26
Information Engineer	\$ 118.35
Information Engineer I, Principal	\$ 154.77
Information Engineer II, Principal	\$ 163.87



Labor Category	GSA Price
Information Systems Specialist	\$ 118.35
Information Systems Specialist, Junior	\$ 72.84
Information Systems Specialist, Senior	\$ 127.46
IT Hardware Specialist	\$ 109.25
IT Specialist II	\$ 126.18
IT Specialist III	\$ 149.97
LAN Manager	\$ 109.25
LAN Reconfiguration Engineer	\$ 118.35
Lead Analyst (Information Security)	\$ 163.87
Lead Analyst / Engineer III	\$ 204.21
Network Engineer	\$ 127.46
Network Engineer I, Junior	\$ 91.03
Network Engineer I, Senior	\$ 136.55
Network Engineer II, Junior	\$ 109.25
Network Engineer II, Senior	\$ 145.65
Program Administration Specialist	\$ 163.87
Program Manager I	\$ 154.77
Program Manager II	\$ 163.87
Program Manager III	\$ 172.96
Program Manager IV	\$ 182.06
Programmer I	\$ 81.94
Programmer II	\$ 91.03
Programmer III	\$ 100.14
Project Control Specialist	\$ 100.14



Labor Category	GSA Price
Project Manager	\$ 172.98
Project Manager I	\$ 147.69
Project Manager II	\$ 182.47
Project Manager III	\$ 193.20
Quality Assurance Analyst I	\$ 109.25
Quality Assurance Analyst II	\$ 118.35
Quality Assurance Manager I	\$ 136.55
Quality Assurance Manager II	\$ 145.65
Quality Assurance Specialist	\$ 127.46
Remedy Engineer II	\$ 97.50
Remedy Engineer III	\$ 118.94
Senior Functional Analyst I	\$ 100.14
Senior Functional Analyst II	\$ 109.25
Senior Functional Analyst III	\$ 118.35
Senior Information Engineer I	\$ 127.46
Senior Information Engineer II	\$ 136.55
Senior Information Engineer III	\$ 145.65
Senior Systems Analyst	\$ 141.12
Senior Systems Engineer	\$ 141.12
Software Engineer I	\$ 100.14
Software Engineer II	\$ 97.50
Software Engineering, Senior	\$ 145.65
Software Systems Specialist	\$ 136.55
Software Technical Support	\$ 109.25
Specialist I	\$ 291.32
Specialist II	\$ 327.73



Labor Category	GSA Price
System Administrator / Operator	\$ 127.46
System Administrator I	\$ 100.14
System Administrator II	\$ 109.25
System Administrator III	\$ 118.35
System Operator I	\$ 60.39
System Operator II	\$ 72.84
System Programmer I	\$ 145.65
System Programmer II	\$ 154.77
Systems Architect I, Principal	\$ 154.77
Systems Architect II, Principal	\$ 163.87
Systems Architect, Senior	\$ 136.55
Systems Engineer	\$ 91.03
Systems Engineer / Analyst	\$ 136.55
Systems Engineer / Analyst, Senior	\$ 176.60
Systems Engineer I	\$ 118.35
Systems Engineer II	\$ 127.46
Systems Engineer, Lead	\$ 145.65
Systems Engineer, Senior	\$ 109.25
Systems Specialist	\$ 114.69
Task Order Manager	\$ 127.46
Task Order Project Manager	\$ 136.55
Technical Writer I	\$ 72.84
Technical Writer II	\$ 81.94
Technical Writer III	\$ 91.03
Technical Writer IV	\$ 100.14
Telecommunication / Security Technician, Senior	\$ 127.46
Telecommunications / Security Specialist	\$ 118.35
Telecommunications / Security Specialist, Junior	\$ 100.14
Telecommunications / Security Technician	\$ 109.25
Telecommunications Specialist, Senior	\$ 136.55
User Services Lead Analyst	\$ 136.55



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