

**GENERAL SERVICES ADMINISTRATION
FEDERAL SUPPLY SERVICE
AUTHORIZED FEDERAL SUPPLY SCHEDULE PRICE LIST**

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



SCHEDULE NUMBER 70
SCHEDULE NAME GENERAL PURPOSE COMMERCIAL INFORMATION TECHNOLOGY
EQUIPMENT, SOFTWARE, AND SERVICES
FSC GROUP 70
FSC CLASS 7010
CONTRACT NUMBER: GS-35F-0322Y
CONTRACT PERIOD: APRIL 5, 2012 – APRIL 4, 2017
CONTRACTOR: IPN WEB, INC.
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ROCKVILLE, MD 20850

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Business Size: Small

About the Company:

IPN WEB, INC is a privately held company headquartered in Rockville, Maryland. Founded in 2004, IPN is an SBA Certified 8(a) and Small Disadvantage Business and employs some of the top industry experts. IPN's Software Development / Systems Integrators Division is a full life cycle Systems Integrator providing services that span project analysis, planning, requirements, development, integration, testing, and deployment. IPN has a demonstrated track record of success in Application Development, Application and Data Migration, deploying Service Oriented Architecture, implementing GIS Mapping, Identity Management, and Content Management solutions for both Commercial and Public Sector customers.

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CUSTOMER INFORMATION

1a	Table of awarded special item number(s) with appropriate cross-reference to item descriptions and awarded price(s).	132-51 – IT Professional Services See Terms and Conditions for 132-51
1b	Identification of the lowest priced model number and lowest unit price for that model for each special item number awarded in the contract. This price is the Government price based on a unit of one, exclusive of any quantity/dollar volume, prompt payment, or any other concession affecting price. Those contracts that have unit prices based on the geographic location of the customer, should show	N/A
1c	If the Contractor is proposing hourly rates, a description of all corresponding commercial job titles, experience, functional responsibility and education for those types of employees or subcontractors who will perform services shall be provided. If hourly rates are not applicable, indicate “Not applicable” for this item	See below
2	Maximum Order	132-51 - \$500,000
3	Minimum Order:	\$100
4	Geographic Coverage (delivery area):.	Worldwide
5	Point(s) of production (city, county, and State or foreign country).	N/A
6	Discount from list prices or statement of net price:	Prices shown are net of discount.
7	Quantity Discounts:	None
8	Prompt payment terms.	Net 30 Days
		Information for Ordering Offices: Prompt payment terms cannot be negotiated out of the contractual agreement in exchange for other concessions.

9a	Notification that Government purchase cards are accepted at or below the micro-purchase threshold	Government Purchase Cards are accepted at or below the micro-purchase threshold.
9b	Notification whether Government purchase cards are accepted or not accepted above the micro-purchase threshold.	Contractor will not accept the Government Purchase Card above the micro-purchase threshold.
10	Foreign Items (list items by country of origin).	None
11a	Time of Delivery:	As Agreed Upon with Ordering Activity
11b	Expedited Delivery	Negotiated on a Task order Basis
11c	Overnight & 2-day delivery	Contact Contractor for Availability
11d	Urgent Requirements	Contact Contractor to effect faster delivery
12	FOB Point(s)	Destination for Domestic and Overseas delivery
13a	Ordering Address:	Same as Contractor address
13b	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
14	Payment Address:	Same as Contractor address
15	Warranty Provision:	N/A
16	Export packing charges, if applicable:	N/A
17	Terms and conditions of Government purchase card acceptance (any thresholds above the micro-purchase level):	N/A
18	Terms and conditions of rental, maintenance, and repair (if applicable):	N/A
19	Terms and conditions of installation (if applicable):	N/A
20	Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices (if applicable):	N/A
20a	Terms and conditions for any other services (if applicable):	N/A
21	List of service and distribution points (if applicable):	N/A
22	List of participating dealers (if applicable):	N/A
23	Preventive maintenance (if applicable):	N/A

- 24a** Special attributes such as environmental attributes (e.g., recycled content, energy efficiency, and/or reduced pollutants): N/A
- 24b** Section 508 Compliance for EIT: N/A
- 25** Data Universal Number System (DUNS) number 828925060
- 26** Notification regarding registration in Central Contractor Registration (CCR) database Yes (Cage: 59EW2)

**TERMS AND CONDITIONS APPLICABLE TO INFORMATION TECHNOLOGY (IT)
PROFESSIONAL SERVICES (SPECIAL ITEM NUMBER 132-51)**

*****NOTE:** *All non-professional labor categories must be incidental to, and used solely to support professional services, and cannot be purchased separately.*

1. SCOPE

- a. The prices, terms and conditions stated under Special Item Number 132-51 Information Technology Professional Services apply exclusively to IT Professional Services within the scope of this Information Technology Schedule.
- b. The Contractor shall provide services at the Contractor's facility and/or at the ordering activity location, as agreed to by the Contractor and the ordering activity.

2. PERFORMANCE INCENTIVES I-FSS-60 Performance Incentives (April 2000)

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

3. ORDER

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

4. PERFORMANCE OF SERVICES

- a. The Contractor shall commence performance of services on the date agreed to by the Contractor and the ordering activity.
- b. The Contractor agrees to render services only during normal working hours, unless otherwise agreed to by the Contractor and the ordering activity.
- c. The ordering activity should include the criteria for satisfactory completion for each task in the Statement of Work or Delivery Order. Services shall be completed in a good and workmanlike manner.

d. Any Contractor travel required in the performance of IT Services must comply with the Federal Travel Regulation or Joint Travel Regulations, as applicable, in effect on the date(s) the travel is performed. Established Federal Government per diem rates will apply to all Contractor travel. Contractors cannot use GSA city pair contracts.

5. STOP-WORK ORDER (FAR 52.242-15) (AUG 1989)

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

(1) Cancel the stop-work order; or

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

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

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

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

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

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

6. INSPECTION OF SERVICES

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:

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

13. RESUMES

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

14. INCIDENTAL SUPPORT COSTS

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

15. APPROVAL OF SUBCONTRACTS

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

16. DESCRIPTION OF IT PROFESSIONAL SERVICES AND PRICING

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

LABOR CATEGORY DESCRIPTIONS

Business Systems Analyst

Minimum/General Experience: Eight years of Systems Analysis experience including two or more years of supervision or management experience.

Functional Responsibility: Reviews and prioritizes user needs. Analyzes project costs and feasibility. Provides analytical support in the conceptualization, development and implementation of systems. Analyzes and evaluates user requirements by coordinating with the user to define the problem, data availability, report requirements and system design problems. Develops system analysis standards and methodology with technical requirements. Reviews recommendations for systems improvements. Provides supervision and direction to support staff. Additional tasks include: authoring functional design documents, technical design documents and test and unit test plans; and interviewing the customer functional users, functional analysts and end users to gather and document functional requirements.

Minimum Certifications and Education: Bachelor's Degree in Computer Science or Management Information Systems

Database Administrator/Data Analyst

Minimum/General Experience: Eight years IT experience.

Functional Responsibility: Implements the physical data model for the application. Responsible for creating database, deploying stored procedures and triggers, performance tuning, replication and other database related tasks such as backup and recovery. Works with system administrator in load balancing database servers with application testers during load testing. Is familiar with both conceptual and logical data models and database designs. Provides quality checks on data to verify accuracy and completeness. Possesses strong technical skills. Additional tasks include: installing, administering, configuring, monitoring and performance tuning database software such as Microsoft SQL Server, Oracle Database, Oracle MySQL, Oracle Fusion Middleware, Microsoft IIS, Oracle WebLogic Server, etc., which includes but is not limited to, development, test, quality assurance, staging, training, and production environments; setting up high availability (HA) for database servers; performing data modeling and design Entity Relationship Diagrams (ERDs) using tools such as Microsoft Visio, TOAD, Oracle SQL Developer, Oracle Designer, or other 3rd party modeling tools; creating migration scripts using a combination of batch, shell, and SQL scripting to move data between databases of the same production and version or a combination thereof; performing data cleansing; creating scripts for hot and/or cold backups depending on project needs; testing restore procedures; and performing security vulnerability scanning and database hardening.

Minimum Certifications and Education: Bachelor's Degree in Computer Science or related field.

Developer/Tester I

Minimum/General Experience: Four years of experience in Software Development or the analysis and design of computer systems including six months or more experience with testing and validation of products.

Functional Responsibility: Responsible for helping to develop solutions using web browsers, backend servers, database servers, operating systems and storage and retrieval systems including COTS solutions. Familiar with software design and programming. Assist technical staff to develop testing metrics during functional analysis of requirements. Conducts preliminary and acceptance testing. Participates in design concept reviews and walkthroughs. Assists in collecting metrics as a result of testing. Issues test results. Additional tasks include: developing proof-of-concepts (POC), Client-Server development, and web development using languages such as .NET, ASP, Java, SQL, PL/SQL, etc.; developing unit test plans and unit test cases and conducting unit testing either manually or through automated tools.

Minimum Certifications and Education: Bachelor's Degree in Computer Science, Engineering or related field.

Developer/Tester II

Minimum/General Experience: Six years of Software/Web Development including three years of system programming and/or database development.

Functional Responsibility: Responsible for helping to develop solutions using web browsers, backend servers, database servers, operating systems and storage and retrieval systems including COTS solutions. Familiar with software design and programming. Assist technical staff to develop testing metrics during functional analysis of requirements. Conducts preliminary and acceptance testing. Participates in design concept reviews and walkthroughs. Assists in collecting metrics as a result of testing. Issues test results. Additional tasks include: developing proof-of-concepts (POC), Client-Server development and web development using languages such as .NET, ASP, Java, SQL, PL/SQL, etc.; developing unit test plans and unit test cases; conducting unit testing either manually or through automated tools; and conducting official acceptance testing and signing-off with the customer.

Minimum Certifications and Education: Bachelor's Degree in Computer Science, Engineering or related field.

Developer/Tester III

Minimum/General Experience: Eight years of experience in the analysis and design of computer systems or software development with two years specialized test experience. Five or more years of software/web development. Strong technical background.

Functional Responsibility: Responsible for helping to develop solutions using web browsers, backend servers, database servers, operating systems and storage and retrieval systems including COTS solutions. Familiar with software design and programming. Assist technical staff to develop testing metrics during functional analysis of requirements. Conducts preliminary and acceptance testing. Participates in design concept reviews and walkthroughs. Assists in collecting metrics as a result of testing. Issues test results. Additional tasks include: developing proof-of-concepts (POC), Client-Server development and web development using languages such as .NET, ASP, Java, SQL, PL/SQL, etc.; developing test plans and unit test cases; conducting unit testing either manually or through automated tools and conducting official acceptance testing and signing-off with the customer.

Minimum Certifications and Education: Bachelor's Degree in Computer Science, Engineering or related field.

Functional Analyst/Documentation

Minimum/General Experience: Five years of experience in IT including at least four years of experience in editing and technical writing.

Functional Responsibility: Reviews, analyzes, gathers, edits and writes technical and functional documents including strategic plans, system specifications, system requirements, user manuals and training manuals and any other customer deliverables and documents. Supports the

development of executive summaries of documents. Performs research and analysis and prepares documentation for user interviews and supports the requirements gathering sessions by performing scribe functions. Uses sound software engineering principals to ensure that developed code is efficient, reliable, understandable and fault tolerant. Translates technical information into clear, readable documents to be used by technical and non technical personnel. Additional tasks include: authoring functional design documents, reviewing and editing existing documentation (Project Management Plan, Design Specification Document, Risk Management Matrix, Project Proposals, Test Plans and Test Cases), developing deliverables checklists for all project deliverables; and providing additional documentation as the project requires i.e. a User Manual.

Minimum Certifications and Education: Bachelor's Degree.

Project Manager

Minimum/General Experience: Eight years of experience in Project Management including four years in the field of IT and/or management consulting.

Functional Responsibility: Provides managerial and technical leadership for the development, implementation and operations of a project. Responsible for meeting project goals. Ensures budget, schedule and effort estimates are met. Builds and manages team to ensure success of the project. Creates project plans, ensures quality, manages project risks and issues and maintains project oversight. Presents status on project schedule, costs, risks and deliverables. Additional tasks include: developing and maintain project plans in Microsoft Project; developing and maintaining Profit and Loss (P&L) statements; assigning project resources to tasks and tracking the tasks through Microsoft Project; analyzing the project workload; ensuring the completion of project deliverables and obtaining appropriate sign off from the customer and communicating project status to the customer, team members and IPN Web management and executives.

Minimum Certifications and Education: Bachelor's Degree

Senior Developer

Minimum/General Experience: Twelve years of complex System Engineering design experience including five years of technical experience developing systems architecture.

Functional Responsibility: Develops system architecture. Assesses system requirements and specifications and translates them into functional architecture. Identifies potential problem areas that could degrade system performance and recommends workable, practical solutions to minimize program impact. Adjusts architecture as necessary to meet program needs. Supervises members of the architecture team and leads meetings to discuss concerns about the system under development. Possesses the ability to explain complex problems in simple terms. Additional tasks include: developing and documenting system architecture using tools such as Microsoft Office, Microsoft Visio, TOAD, Oracle Designer and other third party design tools; conducting demos to existing or potential customers; developing proof-of-concept (POC), conducting Client-Server development and web development using languages such as .NET, ASP, Java, SQL, PL/SQL, etc.; authoring technical design documents and communicating technical design and technical specifications to team members.

Minimum Certifications and Education: Bachelor's Degree in Computer Science or related field.

System Architect II

Minimum/General Experience: Ten years IT experience

Functional Responsibility: Defines architecture/infrastructure strategy and plans; determines computing data, functional, communications and security architectural requirements; designs, develops and integrates software to meet architectural requirements; defines interface strategy and plans for system/building block; modeling system/building block interfaces; designs and develops interfaces to other systems; designs and develops building block interfaces; defines platform strategy and plans for each site; designs, implements and maintains platform strategy and plans which are consistent with architecture strategy. Additional tasks include: architecting, developing, and configuring solutions using Oracle Fusion Middleware technologies; architecting, developing, and configuring reporting solutions using Oracle Discoverer, Oracle Reports, and Oracle Business Intelligence Enterprise Edition (OBIEE); architecting, developing, and configuring identity management solutions using Oracle Single Sign-On (SSO), Oracle Access Manager (OAM), Oracle Identity Manager (OIM), Oracle Internet Directory (OID), Oracle Virtual Directory (OVD), and more; architecting, developing, and configuring portal solutions using Oracle Portal and Oracle Beehive; architecting, developing, and configuring service oriented architecture (SOA) solutions using Oracle SOA Suite, Oracle Business Activity Monitoring (BAM), Oracle Application Integration Architecture (AIA), Oracle Service Bus (OSB), Oracle Web Services Manager (OWSM), and more; and architecting, developing, and configuring database solutions using Oracle Database, Oracle MySQL, and more.

Minimum Certifications and Education: Bachelor's Degree

System Oracle Analyst I

Minimum/General Experience: Eight years IT experience.

Functional Responsibility: Performs system analysis, design, programming, documentation, and implementation of applications, which are administrative, business, or technically oriented in nature. Troubleshoots program logics, analyzes production problems as required, using developer tools. Uses RDBMS', preferably Oracle. Develops folders, workbooks, and custom reports using Oracle reporting technologies. Works with Configuration Management to move software into production. Modifies existing applications, configures commercial-off-the-shelf applications, and develops new applications. Prepares technical reports and related documentation, and charts and graphs to record results. Participates in all phases of software development with emphasis on requirements development, planning, analysis and design, and testing and acceptance phases. Establishes and maintains system security. Additional tasks include: developing and configuring solutions using Oracle Fusion Middleware technologies; developing and configuring reporting solutions using Oracle Discoverer, Oracle Reports, and Oracle Business Intelligence Enterprise Edition (OBIEE); developing and configuring identity management solutions using Oracle Single Sign-On (SSO), Oracle Access Manager (OAM), Oracle Identity Manager (OIM), Oracle Internet Directory (OID), Oracle Virtual Directory (OVD), and more; developing and configuring portal

solutions using Oracle Portal and Oracle Beehive; developing and configuring service oriented architecture (SOA) solutions using Oracle SOA Suite, Oracle Business Activity Monitoring (BAM), Oracle Application Integration Architecture (AIA), Oracle Service Bus (OSB), Oracle Web Services Manager (OWSM), and more; developing and configuring database solutions using Oracle Database, Oracle MySQL, and more.

Minimum Certifications and Education: Bachelor's Degree in Computer Science or related field.

System Oracle Analyst II

Minimum/General Experience: Ten years IT experience.

Functional Responsibility: Performs system analysis, design, programming, documentation, and implementation of applications, which are administrative, business, or technically oriented in nature. Troubleshoots program logics, analyzes production problems as required, using developer tools. Uses and designs RDBMS', preferably Oracle. Designs, architects, and develops folders, workbooks, and custom reports using Oracle reporting technologies. Works with Configuration Management to move software into production, which may include designing of the deployment process. Modifies existing applications, configures commercial-off-the-shelf applications, and designs, develops, and installs new applications. Designs and prepares technical reports and related documentation, and charts and graphs to record results. Participates in all phases of software development with emphasis on requirements development, planning, analysis and design, and testing and acceptance phases. Designs, establishes, and maintains system security. Provides management with status of projects, problems or other outstanding project related issues. Additional tasks include: developing and configuring solutions using Oracle Fusion Middleware technologies; developing and configuring reporting solutions using Oracle Discoverer, Oracle Reports, and Oracle Business Intelligence Enterprise Edition (OBIEE); developing and configuring identity management solutions using Oracle Single Sign-On (SSO), Oracle Access Manager (OAM), Oracle Identity Manager (OIM), Oracle Internet Directory (OID), Oracle Virtual Directory (OVD), and more; developing and configuring portal solutions using Oracle Portal and Oracle Beehive; developing and configuring service oriented architecture (SOA) solutions using Oracle SOA Suite, Oracle Business Activity Monitoring (BAM), Oracle Application Integration Architecture (AIA), Oracle Service Bus (OSB), Oracle Web Services Manager (OWSM), and more; developing and configuring database solutions using Oracle Database, Oracle MySQL, and more.

Minimum Certifications and Education: Bachelor's degree in Computer Science or related field.

Systems Administrator

Minimum/General Experience: Eight years IT experience.

Functional Responsibility: Subject matter expert in the current Operating System. Responsible for installation, configuration and administration of the OS or service being implemented. Help in load balancing/clustering of different server types, performance tuning, backup and recovery. Works closely with DBA. Additional tasks include: installing, administering, configuring, monitoring and performance tuning operating systems such as Microsoft Windows, Linux,

Android, Mac OS, etc., which may include hardware assembling, cabling, and setup, which includes but not limited to, development, test, quality assurance, staging, training, and production environments; setting up high availability (HA) for servers; creating scripts for hot and/or cold backups depending on project needs; testing restore procedures; performing security vulnerability scanning and server hardening.

Minimum Certifications and Education: Bachelor's Degree in Computer Science or related field.

Principal Expert I / Program / Project Manager I

Minimum/General Experience: 4 years

Functional Responsibility:

1. Provides expertise to customer and/or project team in a functional area
2. Leads technical staff in developing and applying functional knowledge, as well as independently performing a variety of system analysis and design tasks where specific functional expertise is required
3. Analyze problems in a functional area and brief customer
4. Provides acquisition and procurement assistance and develop required documentation
5. Share knowledge with customers as appropriate
6. Contribute to or prepare studies, analyses, documentation, reports, and other deliverables for approved requirements for customer approval
7. Prepares cost/price estimates, quality assurance surveillance plans, statements of work, synopses, solicitations, price negotiation memoranda
8. Provide expertise in support of proposal evaluations
9. Participate in the development of customer solutions
10. Support implementation of customer solutions through completion
11. Provide contract administration support such as reviewing contractor performance, developing contract modifications, and related as requested by customer.
12. Serve in program / project management role if requested or required by customer

Minimum Certifications and Education: Master's Degree

Principal Expert II / Program / Project Manager II

Minimum/General Experience: 6 years

Functional Responsibility:

1. Provides higher level of expertise to customer and/or project team in a functional area
2. Supervises a team of technical staff in developing and applying functional knowledge
3. Understand and analyze more critical client situations, identify root cause, and provide and illuminate issues to customer
4. Where required, supervises other functional experts in the accomplishment of assigned tasks.
5. Plan, coordinate, and manage the actions taken by an organization to acquire and execute a specific projects

6. Ensuring that the technical solutions and schedules in the task order are implemented in a timely manner
7. Provides strategic acquisition planning support and alternative procurement strategies as well as develops sourcing support strategies and their required documentation
8. Can lead and represent the project with customers and stakeholders at meetings and briefings in accordance with Statement of Work
9. Provides knowledge sharing as appropriate with customer's staff
10. Prepares studies, analyses, documentation, reports, and other deliverables for customer approval
11. Prepares any acquisition document development, including cost/price estimates, quality assurance surveillance plans, statements of work, synopses, solicitations, price negotiation memoranda
12. Expert assistance in supporting proposal evaluations focusing on technical proposal analysis
13. Develops customer solutions and then can support implementation through completion
14. Oversees contract administration support, including assistance with reviewing contractor performance, developing contract modifications, analyzing contract discrepancies, and contract close-out
15. Can serve in program / project management lead role if requested or required by customer

Minimum Certifications and Education: Master's Degree

Principal Expert III / Program / Project Manager III

Minimum/General Experience: 8 years

Functional Responsibility:

1. Provides extensive expertise to customer and/or project team in a functional area
2. Able to understand complex situations in a functional area and explain to customer
3. Provides strategic acquisition planning support and recommends most optimal procurement strategy as well as develops sourcing support strategies and their required documentation
4. Can lead and represent the project with customers and stakeholders at meetings and briefings in accordance with Statement of Work
5. Provides knowledge sharing and mentoring to client's executive level team
6. Manages and guides a team of technical staff in developing and applying functional knowledge, as well as independently performing a variety of system analysis and design tasks where specific functional expertise is required
7. Integrate all functions and activities necessary to perform the project/program to meet the client or customer requirements.
8. Plan and implement actions by the program/project team to define and implement technical baseline and meet quality requirements for project/program products and services.
9. Direct project team personnel, manage cost and schedule, ensure contract compliance, and serve as principal customer interface.
10. Oversees preparation studies, analyses, documentation, reports, and other deliverables and provides higher level expertise and perspectives.
11. Prepares any acquisition document development, including cost/price estimates, quality assurance surveillance plans, statements of work, synopses, solicitations, price negotiation memoranda

12. Expert assistance in supporting proposal evaluations, including financial analysis or technical proposal analysis
13. Develops customer solutions, and then can support implementation through completion
14. 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.
15. Oversees contract administration support, including reviewing contractor performance, developing contract modifications, analyzing contract discrepancies, and contract close-out
16. Can serve in program / project management lead role if requested or required by customer

Minimum Certifications and Education: Master's Degree

Expert I

Minimum/General Experience: 5 years

Functional Responsibility:

1. Provides expert consulting services to customers in support of the organizational business management needs for strategic, program/project needs as applicable
2. Develops customer solutions, then can support implementation through completion
3. Expert assistance provided for preliminary acquisition planning, alternative procurement strategy support, and sourcing strategy development with required initial documentation
4. Prepares initial acquisition documentation, including cost/price estimates, quality assurance surveillance plans, statements of work, synopses, and solicitations
5. Can lead small tasks with customers at working level meetings and briefings
6. Directs and reviews work of other teammates for selected assignments
7. Prepares studies, analyses, documentation, reports, and other deliverables for approved requirements for customer approval
8. Assists in reviewing proposal evaluations focusing on financial analysis
9. Can serve in team lead role or for small contracts

Minimum Certifications and Education: Bachelor's Degree

Expert II

Minimum/General Experience: 6 years

Functional Responsibility:

1. Able to understand selected situations in a functional area and explain/brief customer as appropriate
2. Can serve as lead project at assigned meetings and briefings in accordance with Statement of Work
3. Develops customer solutions, then can support implementation through completion
4. Directs and reviews work of other junior teammates

5. Prepares studies, analyses, documentation, reports, and other deliverables for approved requirements for customer approval
6. Provide input to any requested acquisition document, such as cost/price estimates, quality assurance surveillance plans, statements of work.
7. Assists in reviewing proposal evaluations focusing on technical analysis
8. Can serve in team lead role or as senior contract team leader for selected contracts

Minimum Certifications and Education: Bachelor's Degree

Expert III

Minimum/General Experience: 8 years

Functional Responsibility:

1. Able to understand most situations in a functional area and brief customer
2. Provides expert acquisition planning, alternative procurement strategy support, and sourcing strategy development with required documentation
3. Directs and reviews work of other teammates to include detailed plans, schedules, work breakdown documentation
4. Prepares studies, analyses, documentation, reports, and other deliverables for approved requirements for customer approval
5. Provide senior level expertise as need for acquisition documents including cost/price estimates, quality assurance surveillance plans, statements of work, synopses, and solicitations
6. Assists in supporting technical evaluations focusing on technical and cost issues
7. Develops customer solutions, then can support implementation through completion
8. Serve in team lead role or as senior contract team leader for most contracts

Minimum Certifications and Education: Bachelor's Degree

Analyst I

Minimum/General Experience: 1 year

Functional Responsibility:

1. Identifies and executes analysis techniques and tools for customer's support of the organizational business management needs for strategic, program/project needs as applicable
2. Prepares studies, analyses, documentation, reports, and other deliverables for approved requirements for Team Reviews
3. Provides assistance for acquisition planning support and prepares draft acquisition documentation following a specific work plan
4. Assists in development of customer solutions and supports implementation through completion
5. Provides contract administration support following applicable close instructions and directives

Minimum Certifications and Education: Bachelor's Degree

Analyst II

Minimum/General Experience: 2 years

Functional Responsibility:

1. Identifies and executes analysis techniques and tools for customer's support of the organizational business management needs for strategic, program/project needs as applicable
2. Provides assistance for acquisition planning support
3. Reviews other teammates work as part of Team Reviews
4. Prepares studies, analyses, documentation, reports, and other deliverables for approved requirements for Team Reviews
5. Prepares draft acquisition documentation, including cost/price estimates, quality assurance surveillance plans, statements of work, synopses, solicitations, and sourcing strategy documentation for Team Reviews
6. Assists in development of customer solutions and supports implementation through completion
7. Provides assistance for contract administration support following a specific work plan

Minimum Certifications and Education: Bachelor's Degree

Analyst III

Minimum/General Experience: 4 years

Functional Responsibility:

1. Provides advice to project teams, identification of analysis techniques and tools, and provides other services as required.
2. Provides advice, assistance, and consulting services to customers in support of the organizational business management needs for strategic, program/project needs as applicable
3. Provides assistance for acquisition planning and alternative procurement strategies
4. Can lead work teams at working level meetings and briefings
5. Directs work and review of other teammates for small assignments
6. Prepares studies, analyses, documentation, reports, and other deliverables for approved requirements for Team Reviews
7. Prepares initial acquisition documentation, including cost/price estimates, quality assurance surveillance plans, statements of work, synopses, solicitations, and sourcing strategy documentation (A-76, FAIR Act Studies, public-private partnerships) for Team Reviews
8. Assists in development of customer solutions and supports implementation through completion
9. Provides contract administration support, including assistance for initial contractor performance reviews, initial analysis of contract discrepancies, and contract file close-out reviews
10. Can serve in team lead role for small contracts

Minimum Certifications and Education: Bachelor's Degree

b. Pricing for all IT Professional Services shall be in accordance with the Contractor’s customary commercial practices; e.g., hourly rates, monthly rates, term rates, and/or fixed prices, minimum general experience and minimum education.

Labor Category Rates

Labor Category (Rates are for Domestic and Overseas delivery and apply to Customer and Contractor site service.)	Hourly Rate
Business Systems Analyst	\$108.46
Database Administrator/Data Analyst	\$96.98
Developer/Tester I	\$88.14
Developer/Tester II	\$102.90
Developer/Tester III	\$99.05
Functional Analyst/Documentation	\$106.69
Project Manager	\$114.84
Senior Developer	\$107.51
System Architect II	\$126.79
System Oracle Analyst I	\$114.80
System Oracle Analyst II	\$148.36
Systems Administrator	\$81.46
Principal Expert III / Program/Project Manager III	161.14
Principal Expert II / Program/Project Manager II	154.57
Principal Expert I / Program/Project Manager I	144.86
Expert III	133.94
Expert II	126.62
Expert I	121.71
Analyst III	106.64
Analyst II	85.84
Analyst I	69.52