

**ADVANCED MANAGEMENT TECHNOLOGY, INC.,  
A TETRA TECH COMPANY  
1515 WILSON BOULEVARD, SUITE 1100  
ARLINGTON, VA 22209  
703/ 841-2684 – PHONE  
703/ 841-1484 – FAX  
[WWW.TETRATECH.COM](http://WWW.TETRATECH.COM)**

**GENERAL SERVICES ADMINISTRATION  
IT SCHEDULE 70**

**AUTHORIZED PRICELIST**

**CONTRACT NO.:** GS-35F-037GA  
**CONTRACT PERIOD:** October 24, 2016 through October 23, 2021  
**BUSINESS SIZE:** Large Business

**EFFECTIVE AS OF THE FOLLOWING MODIFICATION:**

ORIGINAL AWARD

**CUSTOMER INFORMATION**

AMTI's price list applies to all special item numbers (SINs) listed below.

The SINs available under this contract are as follow:

C132 51      C132 51RC

**MAXIMUM ORDER:** \$1,000,000.00  
**MINIMUM ORDER:** \$100.00

**GEOGRAPHIC COVERAGE:** All  
**POINTS OF PRODUCTION:** Not Applicable  
**DISCOUNT FROM LIST PRICES:** Not Applicable  
**QUANTITY DISCOUNTS:** Not Applicable  
**PROMPT PAYMENT TERMS:** Not Applicable  
**GOVERNMENT PURCHASE CARDS:** Accepted at or below the micro purchase threshold  
**GOVERNMENT PURCHASE CARDS:** Accepted above the micro purchase threshold  
**FOREIGN ITEMS:** Not Applicable  
**TIME OF DELIVERY:** To be determined by Task Order  
**EXPEDITED DELIVERY:** Not Applicable  
**OVERNIGHT AND 2ND DAY DELIVERY:** Not Applicable  
**URGENT REQUIREMENTS:** Not Applicable  
**F.O.B.:** Destination

**ORDERING ADDRESS:** Advanced Management Technology, Inc.  
Contracts Department  
1515 Wilson Boulevard, Suite 1100  
Arlington, VA 22209  
Phone: 703/ 841-2680  
Fax: 703/ 841-1484  
Email: [AMT.Contracts@tetrattech.com](mailto:AMT.Contracts@tetrattech.com)

**ORDERING PROCEDURES:** For supplies and services the ordering procedures, information on Blanket Purchase Agreements (BPAs) and a sample BPA can be found at the GSA Homepage ([www.gsa.gov](http://www.gsa.gov)).

**CONTRACTS ADMINISTRATION POINT OF CONTACT:** Bryant Helms  
VP, Contracts & Finance  
Phone: 703/ 841-2680  
Fax: 703/ 841-1484  
Email: [Bryant.Helms@tetrattech.com](mailto:Bryant.Helms@tetrattech.com)

**PAYMENT ADDRESS:** Wells Fargo Bank  
San Francisco, CA  
Account Name: Tetra Tech, Inc.

**WARRANTY PROVISION:** Not Applicable

**EXPORT PACKING CHARGES:** Not Applicable

**TERMS AND CONDITIONS OF GOVERNMENT PURCHASE CARD:** Net 30 Days

**TERMS AND CONDITIONS OF RENTAL, MAINTENANCE, AND REPAIR:** Not Applicable

**TERMS AND CONDITIONS OF INSTALLATION:** Not Applicable

**TERMS AND CONDITIONS OF REPAIR PARTS:** Not Applicable

**TERMS AND CONDITIONS OF OTHER SERVICES:** Not Applicable

**LIST OF SERVICE AND DISTRIBUTION POINTS:** Not Applicable

**LIST OF PARTICIPATING DEALERS:** Not Applicable

**PREVENTIVE MAINTENANCE:** Not Applicable

**SPECIAL ATTRIBUTES:** Not Applicable

**SECTION 508 COMPLIANCE:** Fully Compliant

**SERVICE CONTRACT ACT (SCA):** The Service Contract Act (SCA) is applicable to this contract as it applies to the entire IT Schedule 70 contract and all services provided. While no specific labor categories have been identified as being subject to SCA due to exemptions for professional employees (FAR 22.1101, 22.1102 and 29 CFR 541.300), this contract still maintains the provisions and protections for SCA eligible labor categories. If and / or when the Contractor adds SCA labor categories / employees to the contract through the modification process, the Contractor must inform the Contracting Officer and establish a SCA matrix identifying the GSA labor category titles, the occupational code, SCA labor category titles and the applicable WD number. Failure to do so may result in cancellation of the contract.

**CAGE CODE:** 095R4

**DATA UNIVERSAL NUMBER SYSTEM (DUNS) NUMBER:** 78-184-1671

**SYSTEM FOR AWARD MANAGEMENT (SAM):** Registered

AMTI is able to accept Disaster Recovery purchases.

**GSA Advantage:** <http://www.gsaadvantage.gov>

**GSA:** <http://www.gsa.gov>

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

**1. SCOPE**

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

**2. 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.

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.

The following is an example of the manner in which the description of a commercial job title should be presented:

# ADVANCED MANAGEMENT TECHNOLOGY, INC.

## GSA IT SCHEDULE 70

CONTRACT NO. **TBD**

### LABOR CATEGORY DESCRIPTIONS

#### **GSA Labor Category 1: Program Manager**

**Minimum/General Experience:** Seven years of technical experience, at least five years of management experience.

**Functional Description:** Responsible for overall program management of complex, multi-task IT contracts. Oversees all technical operations, prepares financial and budget reports, and tracks financial and contractual requirements. Responsible for cost and quality control. Works with client representatives to ensure smooth contract operation. Manages technical and administrative personnel. Works independently without direct supervision. **Minimum Education:** BA/BS in related Business or relevant field; MA/MS in related field or MBA is highly preferred. Master's Degree in related field or an MBA may be substituted for Bachelor's degree and 3 years' experience. PhD in related field may be substituted for Bachelor's degree and 7 years' experience.

#### **GSA Labor Category 2: IT Project Manager**

**Minimum/General Experience:** Minimum four years of related technical experience. Minimum one year of supervisory experience.

**Functional Description:** Manages small projects or single tasks on large, complex projects. Directs completion of tasks within estimated timeframes and budget constraints. Schedules and assigns duties to subordinates and subcontractors and ensures assignments are completed as directed. Ensures compliance with contract requirements. May be a senior technical expert who provides advice, design, and development on complex technical tasks. Works independently without direct supervision. **Minimum Education:** BA/BS in Business or related field. Master's Degree in related field or MBA may be substituted for Bachelor's degree and 3 years' experience.

#### **GSA Labor Category 3: Senior Business Manager**

**Minimum/General Experience:** Minimum seven years of related experience, including two years in an IT environment.

**Functional Description:** Supports the Program Manager and/or Project Manager in meeting the administrative requirements of large, complex IT acquisition or development projects. Manages all aspects of contract administration on large or complex information technology projects. Coordinates estimates of IT materials, equipment, production costs, performance requirements, and delivery schedules. Prepares budgets, bids, specifications, tests, and progress reports for hardware, software, and/or services related to systems or software engineering or acquisition programs. Tracks contract resources and ensures compliance to contract specifications. Works independently without direct supervision. Reports directly to the Program Manager or Project

Manager. **Minimum Education:** BA/BS in Business or relevant field. Master's Degree in related field or MBA may be substituted for Bachelor's degree and 3 years' experience.

#### **GSA Labor Category 4: Senior Systems Analyst**

**Minimum/General Experience:** Seven years of related experience.

**Functional Description:** Oversees plans for automated data processing systems from project inception to conclusion. Analyzes user needs to determine requirements and conducts feasibility studies. Identifies resources required for each task. May supervise a large support staff and/or serve as liaison to client staff. Provides strategic guidance to other technical staff in areas such as specifications, architectures, and information system design. Researches developments in field of expertise and applies them to the client environment including emerging technologies, lessons learned, best practices, and assessment methodologies. Interfaces with client personnel at all organizational levels. Develops white papers and system documentation. Converts functional specifications to technical specifications. Works independently without direct supervision. **Minimum Education:** BA/BS in Computer Science or relevant field. Master's Degree in related field or MBA may be substituted for Bachelor's degree and 3 years' experience.

#### **GSA Labor Category 5: Systems Analyst**

**Minimum/General Experience:** Four years of related experience.

**Functional Description:** Analyzes user needs to determine requirements and conducts feasibility studies. Identifies resources required for each task. May supervise a small support staff and/or serve as liaison to client staff. Researches developments in field of expertise and applies them to the client environment including emerging technologies, lessons learned, best practices, and assessment methodologies. Interfaces with client personnel at all organizational levels. Develops white papers and system documentation. Converts functional specifications to technical specifications. Works independently without direct supervision. **Minimum Education:** BA/BS in Computer Science or related field. 5 years of relevant experience may be substituted for the Bachelor's Degree. Master's Degree in related field or MBA may be substituted for Bachelor's degree and 3 years' experience.

#### **GSA Labor Category 6: Jr. Systems Analyst**

**Minimum/General Experience:** One year of related experience.

**Functional Description:** Analyzes, develops, and reviews computer systems. Defines and analyzes problems and develops system requirements and program specifications. Prepares required systems documentation.

**Minimum Education:** AA/AS in Computer Science or relevant field. 3 years of relevant experience may be substituted for an Associates degree. Bachelor's degree may be substituted for an Associates degree and 1 year of experience.

**GSA Labor Category 7: Senior Programmer/Analyst**

**Minimum/General Experience:** Seven years of related experience.

**Functional Description:** Performs advanced specialized systems programming duties including design, specifications development, and computerized information systems implementation to include web-based applications. Supervises programmers and other technical staff on complex projects. Consults with user management and technical staff to clarify client needs, problems, and strategy. Assigns, coordinates, and reviews work developers. May train lower-level staff. Works independently without direct supervision. **Minimum Education:** BA/BS in relevant field. Computer Science or related field. Master's Degree in related field may be substituted for Bachelor's degree and 3 years' experience.

**GSA Labor Category 8: Programmer/Analyst**

**Minimum/General Experience:** Four years of related experience.

**Functional Description:** Works with users to identify current operating procedures and clarify program objectives. Assists in defining software requirements and establishing standards for design and development to include web-based applications. Consults with management and customers regarding strategies, plans and designs. Uses software development technologies to build, test, and maintain product modules, components, and subsystems. May have supervisory responsibility. **Minimum Education:** BA/BS in Computer Science or related field. 5 years of relevant experience may be substituted for the Bachelor's Degree.

**GSA Labor Category 9: Jr. Programmer/Analyst**

**Minimum/General Experience:** One year of related experience.

**Functional Description:** Works with users to identify current operating procedures and clarify program objectives. Assists in defining software requirements and establishing standards for design and development. Consults with management and customers regarding strategies, plans and designs. Uses software development technologies to build, test, and maintain product modules, components, and subsystems. **Minimum Education:** AA/AS in Computer Science or related field relevant field may substitute for experience requirement. Bachelor's degree in Computer Science or related field may substitute for Associates degree and experience requirement.

**GSA Labor Category 10: Senior Database Administrator**

**Minimum/General Experience:** Seven years of related experience.

**Functional Description:** Designs, implements, and maintains complex databases with respect to the operating system, access methods, access time, device allocation, validation checks, organization, and statistical method. Maintains database dictionaries and integrates system through database design. May supervise small team of database administrators and data entry specialists. Works independently without direct supervision. **Minimum Education:** BA/BS in Computer Science or related field. 5 years of relevant experience may be substituted for the Bachelor's Degree. Master's Degree in related field may be substituted for Bachelor's degree and 3 years' experience.

**GSA Labor Category 11: Database Administrator**

**Minimum/General Experience:** Four years of related experience.

**Functional Description:** Manages or develops database projects. Provides highly technical expertise in the use of database management systems concepts. Evaluates and recommends available database management products and services to support validated user requirements. Defines file organization, indexing methods, and security procedures for specific user applications. **Minimum Education:** BA/BS in Computer Science or related field. 5 years of relevant experience may be substituted for the Bachelor's Degree.

**GSA Labor Category 12: IT Senior Systems Engineer**

**Minimum/General Experience:** Seven years of technical experience, and at least four years of specialized experience including: supervision, design methodologies, and design tools.

**Functional Description:** Technical lead for information technology and/or telecommunications development projects. Analyzes information requirements. Applies business process improvement practices to re-engineer methodologies/principles and business process modernization projects. 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. Coordinates all aspects of design, implementation, and maintenance. Supervises a technical staff. Works independently without direct supervision. **Minimum Education:** BA/BS in Engineering or relevant field. Master's Degree in related field may be substituted for Bachelor's degree and 3 years' experience.

**GSA Labor Category 13: IT Systems Engineer**

**Minimum/General Experience:** Four years of technical experience, and at least two years of specialized experience including: supervision, design methodologies, and design tools.

**Functional Description:** Applies software, hardware, and standards information technology skills in the analysis, specification, development, integration, and acquisition of systems for information management applications. Evaluates and recommends COTS applications and methodologies that can be acquired to provide interoperable, portable, and scalable information technology solutions. **Minimum Education:** BA/BS in Engineering. Master's Degree in related field may be substituted for Bachelor's degree and 3 years' experience.

**GSA Labor Category 14: Senior Software Engineer**

**Minimum/General Experience:** Seven years of technical experience, and at least five years of specialized experience including: supervision, design methodologies, and design tools.

**Functional Description:** 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, and other accepted design techniques. Interprets software requirements and design specifications to code, and integrates and tests software components. Estimates software development costs and schedule. May supervise a staff of programmers and/or other engineers.

Works independently without direct supervision. **Minimum Education:** BA/BS in Engineering. Master's Degree in related field may be substituted for Bachelor's degree and 3 years' experience.

#### **GSA Labor Category 15: Software Engineer**

**Minimum/General Experience:** Four years of technical experience, and at least two years of specialized experience including: supervision, design methodologies, and design tools.

**Functional Description:** 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, and other accepted design techniques. Interprets software requirements and design specifications to code, and integrates and tests software components. Estimates software development costs and schedule. Works independently with minimal direct supervision.

**Minimum Education:** BA/BS in Engineering. Master's Degree in related field may be substituted for Bachelor's degree and 3 years' experience.

#### **GSA Labor Category 16: Senior Network Specialist**

**Minimum/General Experience:** Seven years of related experience.

**Functional Description:** Designs, installs, maintains, and coordinates the use of complex networks. Evaluates hardware and software. Develops security procedures. Analyzes network designs and researches new technologies. Troubleshoots and resolves complex problems. Implements and coordinates network policies, procedures, and standards. Trains end users. Supervisory responsibilities. Works independently without direct supervision. **Minimum Education:** BA/BS in relevant Computer Science or related field. Master's Degree in related field may be substituted for Bachelor's degree and 3 years' experience.

#### **GSA Labor Category 17: Network Specialist**

**Minimum/General Experience:** Four years of related experience.

**Functional Description:** Designs, installs, maintains, and coordinates the use of moderately complex networks. Evaluates hardware and software. Develops security procedures. Installs network software and manages network performance. Troubleshoots and resolves complex problems. Implements and coordinates network policies, procedures, and standards. Trains end users. May have supervisory responsibilities for junior staff. Works independently without direct supervision. **Minimum Education:** AA/AS in relevant Computer Science or related field. Bachelor's degree in Computer Science or related field may substitute for Associates degree and 2 years of related experience.

#### **GSA Labor Category 18: Jr. Network Administrator/Operator**

**Minimum/General Experience:** One year of related experience.

**Functional Description:** Provides technical support for networks. Installs and configures cabling, network interface cards, and client network software. Connects and maintains peripheral devices on the network. Performs simple network administration tasks such as adding

and configuring user accounts, print queues, and security functions. Assists end users with network problems. Monitors network performance. Assists in the evaluation of hardware and/or software. May be generally responsible for designing and maintaining simple networks. Works independently with minimal direct supervision. **Minimum Education:** AA/AS or equivalent in Computer Science or related relevant field. Network engineer/administrator certification (CNA, CNE, MCSE) may be substituted for educational requirement.

#### **GSA Labor Category 19: Computer Technician**

**Minimum/General Experience:** Two years related experience. Professional certification may substitute for one year of experience.

**Functional Description:** Determines equipment setup, schedules jobs, executes non-routine jobs, and observes consoles. Manipulates controls to rearrange program steps and provides other adjustments. Ensures production schedules are met. Coordinates the resolution of production-related problems. Provides users with computer output. Diagnoses and repairs computer problems. **Minimum Education:** AA/AS or equivalent in Computer Technology or related field. "A+" or equivalent certification may substitute for degree OR experience, but not both.

#### **GSA Labor Category 20: Multimedia Specialist**

**Minimum/General Experience:** One year of related experience.

**Functional Description:** Designs art and copy layouts for material to be presented visually on paper, electronic, magnetic, and optical media. Plans presentations that typically include illustrations, photographs, video, animation, and/or text. Prepares samples of proposed designs. Prepares illustrations and rough sketches. Assembles print layouts. Works under general supervision. **Minimum Education:** AA/AS in relevant Computer Multimedia, Graphic Arts or related field. Bachelor's degree may be substituted for an Associates degree and 1 year of experience.

#### **GSA Labor Category 21: Program Support Specialist**

**General Experience:** One year of technical experience.

**Functional Description:** Provides general document preparation, editing, and management support for program management and technical staff. Responsibilities may include maintaining repository of IT contract deliverables; managing an IT reference/resource library; preparing and monitoring facilities for technical training, teleconferencing, and meetings; and maintaining staffing schedules or other support documents. Works under the direction Program/Project Manager or technical lead. Provides other basic administrative and clerical support. **Minimum Education:** AA; 4 years of relevant experience may be substituted for Associates degree. Bachelor's degree may be substituted for Associates degree and 1 year of experience.

#### **GSA Labor Category 22: Principal Information Technology Specialist**

**General Experience:** 12 years of technical experience, 8 years of management experience.

**Functional Responsibility:** Analyzes user needs to determine functional requirements. Performs functional allocation to identify required tasks and their inter-relationships. Identifies

resources required for each task. Possesses requisite knowledge and expertise so recognized in the professional community that the Government is able to qualify the individual as an expert in the field for an actual task order. Demonstrates exceptional oral and written communication skills. **Minimum Education:** BA/BS in related Business or relevant field; MA/MS in related field. Master's Degree in related field may be substituted for Bachelor's degree and 5 years' experience. PhD in related field may be substituted for Bachelor's degree and 7 years' experience.

### **GSA Labor Category 23: Principal Information Technology Architect**

**General Experience:** Seven years of technical experience, three years of management experience.

**Functional Responsibility:** Collaborates with technical and management staff to solve complex information issues. Provides advice and guidance regarding the design, development, installation, operation, and maintenance of complex information systems. Provides industry leading expertise in areas such as technology assessment, feasibility studies, cost/benefit analysis, hardware and software evaluation, developing information systems standards and methodologies, and business process re-engineering. **Minimum Education:** BS; Master's Degree in related field may be substituted for Bachelor's degree and 3 years' experience.

### **GSA Labor Category 24: Senior Data Information Specialist**

**General Experience:** Eight years of technical experience, four years of management experience.

**Functional Responsibility:** The Data Information Specialist performs high-level database design functions. Participates in the entire software development process, from the establishment and definition of requirements to implementation, acceptance, and maintenance. Participates in the partitioning of systems at the highest level, and in defining database information systems. Provides leadership in problem-solving, implementation practices, and selection of theory. Manages the software development process based on cost and personnel factors. Provides technical guidance to systems and applications programmers. Directs and participates in the conceptual system design and specification. Ensures that software design promote.

**Minimum Education:** BS; Master's Degree in related field may be substituted for Bachelor's degree and 3 years' experience.

### **GSA Labor Category 25: Requirements Analyst**

**General Experience:** Three years of technical experience, one year of management experience.

**Functional Responsibility:** Works closely with client technical and management staff to determine and validate IT user requirements in systems development, migration, and/or enhancement programs and projects. Documents and models user work processes and existing information technology infrastructure. Uses technical expertise in IT systems solutions to develop functional and system requirements specifications, and ensures that requirements are validated prior to development. Manages monitors software and hardware development and

provides input to the develop and integration process to ensure all requirements have been accounted for based upon close interface with requesting agency staff and their IT requirements.

**Minimum Education:** BS in related field. 5 years of related experience may be substituted for Bachelor's degree.

#### **GSA Labor Category 26: Data Architect**

**General Experience:** Five years of technical experience, two years of management experience.

**Functional Responsibility:** Provides technical and analytical support to database development, data migration, and data validation efforts. Evaluates and recommends database management systems based on client requirements. Provides technical expertise in database design tools and methodologies, data validation methodologies, data migration processes, file organization, indexing methods, data integrity and security procedures, and backup and disaster recovery planning. **Minimum Education:** BS; Master's Degree in related field may be substituted for Bachelor's degree and 3 years' experience.

#### **GSA Labor Category 27: Senior Project Manager**

**Minimum/General Experience:** Ten years of technical experience, at least five years of management experience.

**Functional Description:** Proven project management experience managing a diverse cadre of personnel. Expertise in planning, organizing, and prioritizing work, meeting deadlines, managing multiple tasks in a high-complex, dynamic environment, and maintaining fiscal responsibilities, is critical. Excellent interpersonal and communication skills are essential. Knowledge of FAA, GPS Product Team, and affected organizations is desirable. Requires Masters degree in related technical or management discipline.

**Minimum Education:** MA/MS in related field.

#### **GSA Labor Category 28: Project Manager**

**Minimum/General Experience:** Five years of technical experience, at least two years of management experience.

**Functional Description:** Proven project management experience managing a diverse cadre of personnel. Expertise in planning, organizing, and prioritizing work, meeting deadlines, managing multiple tasks in a high-complex, dynamic environment, and maintaining fiscal responsibilities, is critical. Excellent interpersonal and communication skills are essential. Knowledge of FAA, GPS Product Team, and affected organizations is desirable.

**Minimum Education:** MA/MS in related technical or management discipline.

#### **GSA Labor Category 29: Subject Matter Expert**

**Minimum/General Experience:** Ten years of technical experience.

**Functional Description:** Experience in requirements definition, performance analysis, design and test of communications networks consisting of telecommunications, terrestrial communications and /or satellite communications systems. Knowledge of high-speed

telecommunications protocols, routers, network management and modeling using BONES, OPNET, or equivalent. Knowledge of satellite communications requires experience using RF hardware, link budgets, and modulation schemes. **Minimum Education:** BS in related field.

### **GSA Labor Category 30: Senior Systems Engineer**

**Minimum/General Experience:** Ten years of technical experience.

**Functional Description:** Experience in systems engineering/integration disciplines for aviation and navigation systems using GPS satellites. Knowledge of requirements analysis and traceability, engineering analyses related to system reliability, availability, and maintainability for safety-critical systems, system performance monitoring using models or simulators, operational testing and analysis, human factors, configuration management, etc. **Minimum Education:** MA/MS in related field.

### **GSA Labor Category 31: Systems Engineer**

**Minimum/General Experience:** Five years of technical experience.

**Functional Description:** Systems engineering/integration disciplines for aviation and navigation systems using GPS satellites. Knowledge of requirements analysis and traceability, engineering analyses related to system reliability, availability, and maintainability for safety-critical systems, system performance monitoring using models or simulators, operational testing and analysis, human factors, configuration management, etc. **Minimum Education:** BA/BS in related field.

### **GSA Labor Category 32: Senior Communications Engineer**

**Minimum/General Experience:** Ten years of technical experience.

**Functional Description:** Experience in requirements definition, performance analysis, design and test of communications networks consisting of telecommunications, terrestrial communications and /or satellite communications systems. Knowledge of high-speed telecommunications protocols, routers, network management and modeling using BONES, OPNET, or equivalent preferred. Knowledge of satellite communications requires experience using RF hardware, link budgets, and modulation schemes. **Minimum Education:** MA/MS in related field.

### **GSA Labor Category 33: Communications Engineer**

**Minimum/General Experience:** Five years of technical experience.

**Functional Description:** Experience in requirements definition, performance analysis, design and test of communications networks consisting of telecommunications, terrestrial communications and /or satellite communications systems. Knowledge of high-speed telecommunications protocols, routers, network management and modeling using BONES, OPNET, or equivalent. Knowledge of satellite communications requires experience using RF hardware, link budgets, and modulation schemes. **Minimum Education:** BA/BS in related field.

**GSA Labor Category 34: Integrated Logistics Fielding Analyst**

**Minimum/General Experience:** Five years of technical experience.

**Functional Description:** Experience in integrated logistics support, specifically for navigation systems installed and maintained in the NAS. Expertise in logistics support analysis, hardware failure mode and repair analysis, maintenance and supportability requirements, and operational training for maintenance personnel is essential. Knowledge of site planning, preparation, installation, civil and environmental issues, and deployment in NAS facilities, such as ARTCCs, TRACONs, and AFSSs is essential. **Minimum Education:** BA/BS in related field.

**GSA Labor Category 35: Integrated Logistics Fielding Specialist**

**Minimum/General Experience:** Ten years of technical experience.

**Functional Description:** Experience in integrated logistics support, specifically for navigation systems installed and maintained in the NAS. Expertise in logistics support analysis, hardware failure mode and repair analysis, maintenance and supportability requirements, and operational training for maintenance personnel is essential. Knowledge of site planning, preparation, installation, civil and environmental issues, and deployment in NAS facilities, such as ARTCCs, TRACONs, and AFSSs is essential. **Minimum Education:** BA/BS in related field.

**GSA Labor Category 36: Senior Systems Configuration Specialist**

**Minimum/General Experience:** Ten years of technical experience.

**Functional Description:** Configuration management experience with emphasis on verification that software allocated baseline is properly documented and implemented in the procured product baseline. Demonstrated experience in supporting an organization or company in the configuration management of highly complex, dynamic programs of extended duration using established configuration management procedures and practices is required. Understanding of and competence in broad-based management of engineering projects involving organizationally and geographically dispersed elements is also necessary. **Minimum Education:** BA/BS in related field. Master's Degree in related field may be substituted for Bachelor's degree and 3 years' experience.

**GSA Labor Category 37: Senior Functional Analyst**

**Minimum/General Experience:** Ten years of technical experience.

**Functional Description:** Experience in air traffic control disciplines for terminal, en route and oceanic automation systems. Knowledge of requirements analysis and ATC operational procedures, analysis of ATC safety critical systems and system performance management. **Minimum Education:** BS

**GSA Labor Category 38: Junior Program Management Analyst**

**Minimum/General Experience:** Four years of technical experience.

**Functional Description:** Performed qualitative and quantitative analyses, including, but not limited to, project planning and execution, life cycle acquisition planning and management, risk analysis and mitigation plan development. Also requires demonstrated Cost/Schedule Controls System Criteria experience for complex programs, specifically, knowledge of contractor earned value/performance reporting and analysis. Demonstrated experience with work breakdown structures, cost accounting principles, schedule development and analysis, and technical performance measurement is required. Hands-on use of high-end cost/schedule tools is essential.

**Minimum Education:** BA/BS in related field.

