

**AUTHORIZED FEDERAL SUPPLY SERVICE
INFORMATION TECHNOLOGY SCHEDULE PRICELIST
GENERAL PURPOSE COMMERCIAL INFORMATION TECHNOLOGY
EQUIPMENT, SOFTWARE AND SERVICES**

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.

Special Item No. 132-51 Information Technology Professional Services

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

SIN 132-51 - INFORMATION TECHNOLOGY (IT) PROFESSIONAL SERVICES

FSC Code D301	IT Facility Operation and Maintenance
FSC DS Code D302	IT Systems Development Services
FSC Code D306	IT Systems Analysis Services
FSC Code D307	Automated Information Systems Design and Integration Services
FSC Code D308	Programming Services
FSC Code D310	IT Backup and Security Services
FSC Code D311	IT Data Conversion Services
FSC Code D313	Computer Aided Design/Computer Aided Manufacturing (CAD/CAM) Services
FSC Code D316	IT Network Management Services



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Contract Number: GS-35F-0421K
Period Covered by Contract: May 19, 2000 through May 18, 2020

Pricelist current through Modification #PO-0016, dated May 19, 2015 and A403 Refresh 35,
dated June 10, 2015.

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

DESCRIPTION OF IT SERVICES AND PRICING

1a. Awarded SIN Labor Category Descriptions

SIN 132-51 LABOR CATEGORIES AND DESCRIPTIONS

Labor Category	Functional Responsibility	Education	Experience
Program Director	Responsible for providing program management direction and control over systems integration programs. Implements existing projects to achieve completion within contract terms and allocated budgets. Seeks out new programs and supports their development. Establishes and maintains positive relationships with customers to promote progress on existing programs and builds potential for future work. Develops management plans for programs and projects, establishing objectives, defines methodologies, and identifies resources to ensure management and support organizations understand requirements. Develops and sets budgets, schedules, and performance standards to meet company goals. Represents the organizational unit as a prime internal and external contact. Serves as an authority within prescribed area. Conducts briefings for top management and customer representatives. Interacts with peers on significant matters concerning attainment of company goals.	Bachelor of Science or Bachelor of Arts degree in business administration, information systems management, or related field from an accredited college or university.	Twelve (12) years of experience demonstrating managerial skills with an established track record of bringing business and/or information technology development projects to a successful completion.
Project Manager II	Provides senior level technical direction for a large and/or complex projects/tasks and supervises the personnel assigned to the project/task. May serve as the technical authority in one or more technical areas. Plans the work necessary to complete the project/task, estimates required resources, develops schedules, and assigns work. Monitors results and keeps Program Director abreast of accomplishments and issues. Anticipates problems, and works to mitigate anticipated problems. Completes tasks within estimated time frames and budget constraints. Interacts with government management personnel. Reports orally and in writing to contractor management and government representatives.	Bachelor of Science or Bachelor of Arts degree in business administration, information systems management, or related field from an accredited college or university.	Eight (8) years of experience demonstrating managerial skills with an established track record of bringing business and/or information technology development projects to a successful completion.
Project Manager I	Develops task work plans which identify required resources, milestones, schedules, and deliverables for completing assigned tasks. Analyzes organizational or program business needs and	Bachelor of Science or Bachelor of Arts degree in information systems management, engineering or	A minimum of 3 years of experience demonstrating managerial skills with an established track record of bringing

	requirements. Develops comprehensive system test plans. Oversees and provide technical and managerial direction to contract support staff performing system development activities. Ensures that all work performed is in compliance with standards. Reports the status of contract tasks to the client.	computer science from an accredited college or university	business and/or information technology development projects to a successful completion.
Technical Director II	Provides technology or content specific expertise in an area or a cluster of closely related areas. Reviews complex customer problems and formulates solutions, designs research and analysis efforts capable of addressing complex issues, reviews research results, and formulates findings, conclusions, and recommendations. Writes reports and reviews report material generated by less senior staff. Acts as an information resource regarding major questions and provides guidance concerning complex information technology, systems, and management issues. May oversee the work of less senior personnel in areas of expertise.	Bachelor of Science or Bachelor of Arts degree in information systems management, engineering or computer science from an accredited college or university.	Ten (10) years of progressive information technology experience.
Technical Director I	Contributes to reports and performs analytical work leading to the completion of studies and analysis efforts. May conduct research using criteria defined by or under the direction of more senior staff using own familiarity with content/subject areas in a given field. May perform preliminary data analysis efforts leading to the development of initial conclusions or findings. May provide consultative support to technical or operations personnel performing tasks in field of expertise. Provides technical and administrative direction for tasks, including review of work products for correctness, compliance with industry accepted standards, customer standards, and user standards specified in specific contract/task orders.	Bachelor of Science or Bachelor of Arts degree in information systems management, engineering or computer science from an accredited college or university.	Seven (7) years of progressive information technology experience.
Systems Analyst VI	Acts as a subject matter expert in areas such as program document development, strategic planning, Business Process Reengineering, configuration management, risk assessment, hardware and software acquisition support, knowledge management, data warehousing, and process modeling. Provides technical and administrative direction for tasks, including review of work products for correctness, compliance with industry accepted standards, customer standards, and user standards specified in specific contract/task orders.	Bachelor of Science or Bachelor of Arts degree in business administration, information systems management, or related field from an accredited college or university.	Seven (7) years of progressive information technology experience.
Systems Analyst V	Oversees the overall installation of	Bachelor of Science	Five (5) years of

	computer operating systems, network, and application software and responsible for ensuring correct operation within a predefined environment. Designs, develops, installs, and maintains information systems for significant business data processing applications. Conducts management studies, defines information requirements, determines feasibility of proposed solutions and proposes economical, efficient solutions to system problems based on cost effectiveness and other factors. Translates requirements into programmer tasks, integrates existing software systems, tests system, develops and presents training material, develops software configuration control documentation.	or Bachelor of Arts degree in information systems management, engineering or computer science from an accredited college or university.	experience in the information technology industry.
Systems Analyst IV	Designs, develops, installs, and maintains information systems for significant business data processing applications. Defines information requirements, determines feasibility of proposed solutions and proposes economical, efficient solutions to system problems based on cost effectiveness and other factors. Designs and develops programs and databases, integrates existing software systems, tests system, and presents training material. May oversee the work of less senior personnel in areas of expertise.	Bachelor of Science or Bachelor of Arts degree in information systems management, engineering or computer science from an accredited college or university.	Four (4) years of experience in the information technology industry.
Systems Analyst III	Works under general supervision. Installs, and maintains information systems for significant business data processing applications. Translates requirements into programmer tasks, designs and develops programs and databases, integrates existing software systems, tests system, develops and presents training material, develops software configuration control documentation.	Bachelor of Science or Bachelor of Arts degree in business administration, information systems management, or related field from an accredited college or university.	Three plus (3+) years of progressive information technology experience.
Systems Analyst II	Works under general supervision. Plans and participates in the analysis and evaluation of expressed user needs for application system support. Plans and participates in the analysis and evaluation of existing application systems in response to requests for changes and modifications to meet new and level application system analysis and design. Reviews systems enhancements documentation prior to installation. Assures conformance with configuration management and quality assurance.	Bachelor of Science or Bachelor of Arts degree in business administration, information systems management, or related field from an accredited college or university.	Three (3) years of progressive information technology experience.
Systems Analyst I	Works under general supervision. Develops the requirements of a	Bachelor of Science or Bachelor of Arts	Two (2) years of progressive information

	product from inception to conclusion. Develops required specifications for simple to moderate complex problems.	degree in business administration, information systems management, or related field from an accredited college or university.	technology experience.
Developer V	May serve as technical lead. Ensures problem resolution and customer satisfaction for individual task orders; provides supervisory, technical, and administrative direction for developers performing on a contract/task order. Creates user information solutions by developing, implementing, and maintaining applications; leading team of developers. Responsible for task completion.	Master of Science or Master of Arts degree in information systems management, engineering or computer science from an accredited college or university.	Ten (10) years progressive information technology experience including at least three projects in the areas of program document development, strategic planning, Business Process Reengineering, configuration management, risk assessment, hardware and software acquisition support, knowledge management, data warehousing, and process modeling..
Developer IV	Designs and develops user interfaces for applications by setting expectations and features priorities throughout development life cycle; determining design methodologies and tool sets; completing programming using languages and software products; designing and conducting tests. Defines information requirements, determines feasibility of proposed solutions, and proposes economical and efficient solutions to system problems based on cost effectiveness and other factors. Tests system and develops software configuration control documentation.	Bachelor of Science or Bachelor of Arts degree in information systems management, engineering or computer science from an accredited college or university.	Five (5) years of experience in the information technology industry.
Developer III	Translates requirements into programmer tasks. Develops programs and databases. Monitors task performance and schedules. Completes applications development by coordinating requirements, schedules, and activities; contributing to team meetings; troubleshooting development and production problems across multiple environments and operating platforms. Prepares required documentation including program-level and technical user-level documentation. Tests system and develops software configuration control documentation.	Bachelor of Science or Bachelor of Arts degree in information systems management, engineering or computer science from an accredited college or university.	Four (4) years of experience in the information technology industry.
Developer II	Works under general supervision. Translates detailed design into computer software to produce the required product. Enhances software to reduce operating time or improve efficiency.	Bachelor of Science or Bachelor of Arts degree in information systems management, engineering or computer science	Three (3) years of progressive information technology experience.

		from an accredited college or university.	
Developer I	Under general supervision, provides programming support including routine maintenance for software, test data and test scenario development and execution. Performs development, design, and programming of applications software. Develops block diagrams and logic flow charts.	Bachelor of Science or Bachelor of Arts degree in information systems management, engineering or computer science from an accredited college or university.	Two (2) years of experience in the information technology industry.
Systems Technician IX	Responsible for directing technical work on projects. Performs a variety of analyses and prepares appropriate documentation. Prepares and makes briefings and presentations. Leads team in on-site management of installations. Works independently and installs, operates, maintains, configures, troubleshoots, and repairs IT systems devices, circuits, cables, components, software, and end-user devices, components, software and connectivity. Assists in the development and management of project plans. This includes the review of task performance and work products for correctness, for adherence to design concepts and user requirements, and for progress in accordance with schedules.	Associate Degree in the area of information systems or computer science or formal certification (e.g., CNE, MSCE).	Seven (7) years of progressive information technology experience including LAN/WAN design, implementation planning, site surveys, hardware/software installation, system upgrades, training or user support.
Systems Technician VIII	Responsible for direct technical work on projects. Performs a variety of analyses and prepares appropriate documentation. Assists in preparing and making briefings and presentations. Assists in on-site management of installations. Works independently and installs, operates, maintains, configures, troubleshoots, and repairs IT systems devices, circuits, cables, components, software, and end-user devices, components, software and connectivity. Assists in the development and management of project plans.	Associate Degree in the area of information systems or computer science or formal certification (e.g., CNE, MSCE).	Five (5) years of progressive information technology experience including LAN/WAN design, implementation planning, site surveys, hardware/software installation, system upgrades, training or user support.
Systems Technician VII	Assists in the support of information systems for significant data processing applications. Installs personal computers software and hardware, operating and application systems, communications software and PC client interfaces. Assists in the installation and configuration of networking software and computer peripherals (e.g. disk drives, printers, and backup devices). May oversee the work of less senior personnel in areas of expertise.	Associate Degree in the area of information systems or computer science.	Three (3) years of experience in the computer industry. At least two (2) years of experience installing and supporting computer hardware, software, and/or information systems.
Systems Technician VI	Assist in maintaining computer systems; installs and supports software applications and peripheral	Associate Degree in the area of information systems	Two and one-half (2 1/2) years of experience in the computer

	equipment; sets up users and security settings. Troubleshoots and resolves computer operating, software/hardware, database problems and provides technical support as requested; communicates with vendors to resolve issues. Assists less experienced technicians.	or computer science.	industry. At least one (1) year of experience installing and supporting computer hardware, software, and/or information systems.
Systems Technician V	Tests new software with various operating systems; updates software for users as released by vendor; monitors and updates usage to ensure security of data and access privileges when program modifications are performed. Assists with installing personal computers software and hardware, operating and application systems, communications software and PC client interfaces. Assists in the installation and configuration of networking software and computer peripherals (e.g. disk drives, printers, and backup devices).	Associate Degree in the area of information systems or computer science.	Two (2) years of experience in the computer industry. At least one (1) year of experience installing and supporting computer hardware, software, and/or information systems.
Systems Technician IV	Under supervision, serves as resource to assist staff and users with computer, network, software/hardware, and related problems; communicates technical concepts in non-technical terms. Assists in the installation and configuration of networking software and computer peripherals (e.g. disk drives, printers, and backup devices).	Associate Degree in the area of information systems or computer science.	One and one-half (1 1/2) years of experience in the computer industry. One (1) year of experience installing and supporting computer hardware, software, and/or information systems.
Systems Technician III	Under supervision, installs hardware and software systems, maintains or repairs equipment, troubleshoots a variety of computer issues, sets up computer security measures. Configures computer networks, offers technical support on-site or via phone or email.	Associate Degree in the area of information systems or computer science.	One (1) year of experience installing and supporting computer hardware, software, and/or information systems.
Systems Technician II	Under supervision, performs daily user support for hardware and software issues over the telephone and in person. Assists users with installation and configuration issues relating to supported software applications and standard hardware configurations as well as general network access. Installs personal computers software and hardware, operating and application systems, communications software and PC client interfaces. Assists in the installation and configuration of networking software and computer peripherals (e.g. disk drives, printers, and backup devices).	Associate Degree in the area of information systems or computer science.	Six (6) months of experience installing and supporting computer hardware, software, and/or information systems.
Systems Technician I	Assists in the installation and configuration of networking software and computer peripherals (e.g. disk drives, printers, and backup	High School Diploma	A+ Certification

	devices).		
Database Specialist IV	Provides technical expertise and guidance in the development, implementation, operation and maintenance of database management systems. Performs strategic systems and business information analysis and planning. Responsible for requirements collection and analysis, design, and implementation of database structures. Specific functions include designing requirements, capacity, environmental, and feasibility analyses; design; development; and support and maintenance for logical and physical database models. Performs functions associated with database optimization and performance tuning, sizing hardware and determining capacity requirements, and planning for future enhancements.	Bachelor of Science or Bachelor of Arts degree in information systems management, engineering or computer science from an accredited college or university.	Ten (10) years experience with database analysis and design, database administration, and/or database applications development.
Database Specialist III	Acts as lead in joint application design efforts to aid in the identification of specific requirements in support of physical database design and operations. Reviews the design, development, and implementation documentation to identify potential performance issues. Leads application test phases. Validates existing requirements for database design and development, and identifies new system requirements, analyzes systems and designs technical and database computer systems. Consults with user personnel and systems analysts to clarify system issues and program intent to identify problems and recommend changes; and providing technical guidance to systems analyst personnel assigned to system database and computer system projects.	Bachelor of Science or Bachelor of Arts degree in information systems management, engineering or computer science from an accredited college or university.	Three (3) years of experience in the physical implementation of logically designed databases and in the design and deployment of business database systems.
Database Specialist II	Develops analytical and computational techniques and methodology for problem solutions. Analyzes user interfaces, analyze workload and computer usage, maintain interfaces, analyze proposed system modifications, upgrades and new COTS. Performs monitoring, tuning and optimization; and participate in database design, development and implementation for specific system or set of systems. Develops criteria and procedures for restart, recovery, and backup of application systems. Determines file organization, indexing methods and security procedures for specific applications. Reviews logical and physical design of existing databases and makes	Bachelor of Science or Bachelor of Arts degree in information systems management, engineering or computer science from an accredited college or university.	Two (2) years of experience in the physical implementation of logically designed databases and in the design and deployment of business database systems.

	recommendations for modifications to ensure optimum operating efficiency.		
Database Specialist I	Under general supervision, designs, implements and maintains moderately complex databases. Maintains database dictionaries and integration of systems through database design. Competent to work on most phases of database administration but may require some instruction and guidance in other phases.	Bachelor of Science or Bachelor of Arts degree in information systems management, engineering or computer science from an accredited college or university.	One plus (1+) years of experience in the physical implementation of logically designed databases and in the design and deployment of business database systems.
Database Administrator IV	Provides technical expertise and guidance in the administration of database management systems. Provides team or technical supervision. Manages and maintains data in all production and non-production databases and replication servers. Develops, implements, administers, and maintains policies and procedures for ensuring the security and integrity of the company database. Implements data models, database designs, data access and table maintenance codes.	Bachelor of Science or Bachelor of Arts degree in information systems management, engineering or computer science from an accredited college or university.	Ten (10) years of increasing responsible positions within the information technology field including five (5) years experience in database administration.
Database Administrator III	Installs, upgrades, establishes, and maintains devices, table spaces, databases, segments, space allocations, tables, views, database triggers, stored procedures, roles, profiles, schemas, and synonyms. Establishes database replication procedures, monitors sessions, and performs backup/recovery functions. Performs table and index analysis, optimization, and tuning. Develops and implements migration plans between development, test, and production systems. Develops criteria and procedures for restart, recovery, and backup of application systems. Carries out assigned database administration tasks. May oversee the work of less senior personnel in areas of expertise.	Bachelor of Science or Bachelor of Arts degree in information systems management, engineering or computer science from an accredited college or university.	Five (5) years of progressively more responsible experience in the information industry including three (3) years experience in database administration.
Database Administrator II	Responsible for designing methods to store, analyze, utilize, and organize data. Sets up computer databases after identifying user needs. Migrates data from old systems to new system. Carries out assigned database administration tasks. May assist less experienced database administrators.	Bachelor of Science or Bachelor of Arts degree in information systems management, engineering or computer science from an accredited college or university.	Four (4) years of progressively more responsible experience in the information industry including two (2) years experience in database administration.
Database Administrator I	Under general supervision, monitors activity related to database design, implementation and maintenance. Performs database administration, backups, and recoveries, and works with users to resolve database questions or problems. Coordinates systems resource availability with database analysts, system and	Bachelor of Science or Bachelor of Arts degree in information systems management, engineering or computer science from an accredited college or university.	Three (3) years of progressively more responsible experience in the information industry including one (1) year experience in database administration

	application programmers, and other users. Provides advice and assistance to users on equipment operations. Maintains and updates databases and data dictionaries.		
Enterprise Database Administrator III	Supports the integration of certain enterprise applications (such as Oracle, PeopleSoft, SAP R/3, or Siebel). Provides database administration, design, support and enhancements. Develops and incorporates policies, procedures, standards and guidelines that relate to database design and performance. Assesses system to monitor and maintain application performance, data integrity, normalization and integration of application tables. Provides technical expertise in all facets of database administration including performance tuning, user and developer access and security. Establishes and maintains data mapping documents, dictionaries and/or related design documentation. Troubleshoots and resolves complex problems to ensure no disruption of mission-critical applications.	Bachelor of Science or Bachelor of Arts degree in information systems management, engineering or computer science from an accredited college or university.	Six (6) years experience in design, development, testing and implementation for large scale database systems including four (4) years experience with logical design, requirements definition and data administration with large-scale systems or client/server environments.
Enterprise Database Administrator II	Supports the integration of selected enterprise applications (such as Oracle, PeopleSoft, SAP R/3, or Siebel). Provides database administration, design, support and enhancements. Adheres to policies, procedures, standards and guidelines as required. Assesses system to monitor and maintain data integrity, normalization and integration of application tables and application performance. Provides technical support in all facets of database administration including performance tuning, synchronization, user and developer access and security. Establishes and maintains data mapping documents, dictionaries and/or related design documentation. Troubleshoots and resolves complex problems to ensure no disruption of mission-critical applications. Responsible for performance enhancements, normalization and maintaining tables. May assist less experienced database administrators.	Bachelor of Science or Bachelor of Arts degree in information systems management, engineering or computer science from an accredited college or university.	Four (4) years experience in design, development, testing and implementation for large scale database systems including two (2) years experience with logical design, requirements definition and data administration with large-scale systems or client/server environments.
Enterprise Database Administrator I	Under general supervision, supports the integration of selected enterprise applications (such as Oracle, PeopleSoft, SAP R/3, or Siebel). Provides database administration, design, support and enhancements. Assists in database administration including performance tuning,	Bachelor of Science or Bachelor of Arts degree in information systems management, engineering or computer science from an accredited	Two (2) years of experience in design, development, testing and implementation for large scale database systems including one (1) year experience with logical design,

	synchronization, user and developer access and security. Assists in establishing and maintaining data mapping documents, dictionaries and/or related design documentation. Troubleshoots and resolves problems to ensure no disruption of mission-critical applications.	college or university.	requirements definition and data administration with large-scale systems or client/server environments.
Information Systems Training Specialist III	Assists in the development of courseware content. Assists in defining course topics and developing course outline. Prepares student and instructor training materials. Conducts user and IT training in courses, workshops, or seminars.	Bachelor of Science or Bachelor of Arts degree in information systems management, engineering or computer science from an accredited college or university	Three (3) years experience in the training industry.
Information Systems Training Specialist II	Under general direction, organizes, prepares, and conducts complex training and educational programs for information systems or user personnel. May design and develop in-house programs. Competent to work at the highest level of all phases of information systems training.	Bachelor of Science or Bachelor of Arts degree in business administration, information systems management, or related field from an accredited college or university.	Two (2) years experience in the training industry.
Information Systems Training Specialist I	Under general supervision, organizes and conducts moderately complex training and educational programs for information systems or user personnel. Maintains records of training activities, employee progress, and program effectiveness. Competent to work on most phases of information systems training.	Bachelor of Science or Bachelor of Arts degree in business administration, information systems management, or related field from an accredited college or university.	One (1) year experience in the training industry.
Content Project Manager/ Instructional Designer	Develops task work plans to identify required resources, milestones, schedules, and deliverables for completing assigned courseware development tasks. Analyzes organizational and/or program business courseware development needs and requirements. Ensures that all work performed is in compliance with standards and adheres to style guidelines. Report the status of courseware contract tasks to the client. Supervise client interaction. Oversees and provide publishing direction to courseware project development team including courseware developers, technical staff, and editors. Leads project from detailed outline development to the completion of all deliverables. Coordinates and participates in all pilots, and lead discussions of courseware in pilots. Develops training documents from initial research and design to production and implementation. Works with subject matter experts to convey technical, complex information in a meaningful way to learners.	Bachelor of Arts in English, Journalism, or related field from an accredited college or university.	Three (3) years in the training or courseware development industry.

Content Developer	Develops training documents from initial research to production and implementation. Works with subject matter experts (SME) to convey technical and complex information in a meaningful way to learners.	Bachelor of Arts in English, Journalism, or related field from an accredited college or university. As a substitute, practical equivalency is defined as 2 years of experience in the training or courseware development industry.	Two (2) years of experience as a technical writer/courseware developer developing technical documentation. Knowledge of client/server and information technology concepts and the ability to learn new technology. Capable of meeting with all levels of management, program, and technical personnel.
Documentation Specialist III	Responsible for preparing and/or maintaining systems, programming, and operations documentation, procedures, and methods including user manuals and reference manuals. Maintains a current internal documentation library. Provides or coordinates special documentation services as required. Competent to work at the highest level of all phases of documentation. May act as project leader for large positions.	Bachelor of Science or Bachelor of Arts degree in business administration, information systems management, or related field from an accredited college or university.	Four (4) years of progressive experience in information technology documentation
Documentation Specialist II	Under general supervision, prepares and/or maintains systems, programming, and operations documentation, including user manuals. Maintains a current internal documentation library. Competent to work on most phases of documentation.	Bachelor of Science or Bachelor of Arts degree in business administration, information systems management, or related field from an accredited college or university.	Three (3) years of progressive experience in information technology documentation.
Documentation Specialist I	Under general supervision, assists in collecting and organizing information required for preparation of user manuals, training materials, installation guides, proposals, and reports. Edits functional descriptions, system specifications, user manuals, special reports, or any other customer deliverables and documents. Competent to work on most phases of documentation.	Bachelor of Science or Bachelor of Arts degree in business administration, information systems management, or related field from an accredited college or university.	Two (2) years of progressive experience in information technology documentation.
Graphics Specialist II	Develops graphics to enhance the usability of document deliverables. Integrates graphics generated with automated tools into document deliverables. Duties also include writing, editing, and developing graphics presentation of technical information for both technical and nontechnical personnel.	Bachelor of Science or Bachelor of Arts degree in business administration, information systems management, or related field from an accredited college or university.	Two (2) years of experience developing graphics/artistic presentations for publication documents.
Graphics Specialist I	Develops graphics to enhance the usability of document deliverables. Integrates graphics generated with automated tools into document	Bachelor of Science or Bachelor of Arts degree in business administration,	One (1) year of experience developing graphics/artistic presentations for

	deliverables.	information systems management, or related field from an accredited college or university.	publication documents.
PeopleSoft Database Administrator I	Designs, implements and tests large-scale information systems, including PeopleSoft database systems. Establishes logical design and physical system requirements of large-scale database systems. Establishes database synchronization procedures, monitors sessions, and performs backup/recovery functions. Performs table and index analysis, optimization, and tuning. Develops and implements migration plans between development, test, and production systems. Develops criteria and procedures for restart, recovery, and backup of application systems. Carries out assigned database administration tasks, including measuring efficiency of database hardware and software, tuning the system to improve or maintain overall performance, and monitoring the use of the database, and ensuring compliance with standards and procedures.	Bachelor of Science or Bachelor of Arts degree in information systems management, engineering or computer science from an accredited college or university.	Six (6) years progressively more responsible experience in the implementation of large-scale information systems, including design and testing. A minimum of two (2) years experience specific to database administration utilizing PeopleSoft.
PeopleSoft Application Programmer II	Evaluates business requirements and PeopleSoft capabilities to determine fit. Translates requirements into programmer tasks, and designs and develops programs and databases. Maps user requirements to PeopleSoft capabilities. Develops technical documentation for PeopleSoft application development process. Designs, develops, installs, and maintains PeopleSoft modules and applications. Tests system and develops software configuration control documentation.	Bachelor of Science or Bachelor of Arts degree in information systems management, engineering or computer science from an accredited college or university.	Four (4) years of experience in systems analysis and programming. Including at least six months of experience with PeopleSoft including PeopleCode and PeopleTools.
Business Information Systems Reengineering Analyst II	Identifies, adjusts, and documents business processes. Researches, analyzes, and documents complex requirements to provide better solutions to end-user business needs. Responsible for leading and/or coordinating the evaluation and redesign of current business processes to ensure effective and efficient use of business information technology and resources, and improve process performance. Recommends and designs cost effective strategies for use of system technology to meet customer information goals and objectives.	Bachelor of Science or Bachelor of Arts degree in information systems management, engineering or computer science from an accredited college or university.	Four (4) years progressively more responsible experience in business process reengineering related to information systems of a highly complex nature.
Functional Enterprise Application Specialist V	Works directly with senior agency/ organization functional leadership to identify system requirements to ensure that the final system	Bachelor of Science or Bachelor of Arts degree in a related discipline from an	Ten (10+) years of related business experience including over six (6+) years of

	incorporates required functionality. Performs individual assignments and works as a member of an integrated project team composed of technical and functional personnel. Communicates and works closely with process and system owners, information technology management, peers, and technical staff to ensure the relevance of architecture and system design to business process requirements. Analyze current business processes and map out processes for new systems. Provides overall system design and specifications. Responsibilities may include project management for an ERP, ERM, or IT implementation.	accredited college or university.	ERP, ERM, or EC/EDI experience.
Functional Enterprise Application Specialist IV	Works directly with mid level agency/organization functional staff members to identify system requirements to ensure that the final system incorporates required functionality. Interfaces with agency/organization end users to identify specific system implementation requirements and risks. Performs individual assignments and works as a member of an integrated project team composed of technical and functional personnel. Communicates and works closely with process and system owners, information technology management, peers, and technical staff to ensure the relevance of architecture and system design to business process requirements. Analyzes current business processes and map out processes for new systems. May include Team Leader responsibilities for an ERP, ERM, or IT implementation	Bachelor of Science or Bachelor of Arts degree in related discipline from an accredited college or university.	Four (4+) years of related business experience including over three (3+) years of ERP, ERM, or EC/EDI experience.
Functional Enterprise Application Specialist III	Works directly with end user agency/organization functional staff members to identify system requirements to ensure that the final system incorporates required functionality. Documents specific system implementation requirements and risks. Performs individual assignments and works as a member of an integrated project team composed of technical and functional personnel. Participates in the evaluation of system design to ensure that it meets end user requirements. Participates in focus groups on a variety of work processes including issues related to modernization of business processes and impact on the workforce. Designs, develops, and executes test scenarios, test scripts, and test data to ensure system meets requirements.	Bachelor of Science or Bachelor of Arts degree in related discipline from an accredited college or university.	Two plus (2+) years of related business experience including one (1) year of ERP, ERM, or EC/EDI experience.

<p>Functional Enterprise Application Specialist II</p>	<p>Under general direction, serves as senior subject matter expert associated with content, processes, and procedures associated with ERP. Defines detailed requirements, analyzes business needs, and validates solutions with the client. Details requirements through product development and other functions to support the project team. Monitors other business analysts in software development methods and processes and implementation of those methods. Evaluates development projects and assists in tailoring the development process to meet the project needs.</p>	<p>Bachelor of Science or Bachelor of Arts degree in related discipline from an accredited college or university.</p>	<p>Two (2) years of related business experience including one (1) year of ERP, ERM, or EC/EDI.</p>
<p>Functional Enterprise Application Specialist I</p>	<p>Under general supervision, serves as subject matter expert associated with content, processes, and procedures associated with enterprise applications. Applies functional knowledge to design and customize workflow systems that provide seamless integration for client/server applications. Writes functional requirements, develops test plans, and works with production issues.</p>	<p>Bachelor of Science or Bachelor of Arts degree in related discipline from an accredited college or university.</p>	<p>One (1) year of related business experience including one (1) year of ERP, ERM, or EC/EDI.</p>
<p>Technical Enterprise Application Specialist IV</p>	<p>Supports integration of certain enterprise applications (such as Oracle, PeopleSoft, SAP, or Siebel). Responsible for technical aspects of application implementation. Provides technical design support to development technical team. Responsible for software integration and external interface development. Uses knowledge to develop interface of application code, relational databases and/or computer hardware systems. Develops interfaces for data capture and table population, application code development, screen views and other required technical design and development requirements.</p>	<p>Bachelor of Science or Bachelor of Arts degree in related discipline from an accredited college or university.</p>	<p>Seven (7) years experience in developing, prototyping and testing ERP, ERM, or EC/EDI solutions for large-scale computer systems implementations.</p>
<p>Technical Enterprise Application Specialist III</p>	<p>Supports integration of certain enterprise applications (such as Oracle, PeopleSoft, SAP, or Siebel). Assists in developing interfaces between application code, relational databases and/or computer hardware systems. Assists in developing interfaces for data capture and table population, application code development, screen views and other required technical design and development requirements. May assist less experienced application developers.</p>	<p>Bachelor of Science or Bachelor of Arts degree in related discipline from an accredited college or university.</p>	<p>Four (4) years experience (or equivalent training) in implementing ERP, ERM, or EC/EDI application solutions.</p>
<p>Technical Enterprise Application Specialist II</p>	<p>Supports integration of certain enterprise applications (such as Oracle, PeopleSoft, SAP, or Siebel). Troubleshoots and resolves testing issues. Assists in developing interfaces between application code,</p>	<p>Bachelor of Science or Bachelor of Arts degree in related discipline from an accredited college or university.</p>	<p>Two (2) years experience (or equivalent training) in implementing ERP, ERM, or EC/EDI application solutions.</p>

	relational databases and/or computer hardware systems. Assists in developing interfaces for data capture and table population, application code development, and screen views.		
Technical Enterprise Application Specialist I	Under general supervision, works primarily in ERP client/server enterprise application. Designs and develops all aspects of data conversion. Builds application tables, panels, and reports. Codes individual modules and complex functions. Develops application tables, panels, and reports for projects. Responsible for technical documentation.	Bachelor of Science or Bachelor of Arts degree in related discipline from an accredited college or university.	Over one (1+) year experience (or equivalent training) in implementing ERP, ERM, or EC/EDI application solutions
Principal Consultant	Provides management practice or systems engineering and technical leadership for challenging information technology programs. Applies formal methods for analysis, design, and development, and recommends solutions for difficult operating and infrastructure matters within complex enterprise systems. Uses analytical tools. Leads and participates in system requirements analysis, enterprise architecture definition, network engineering. Responsible for overseeing and directing complex tasks and reporting to senior client and company management. Acts as an authoritative leader in understanding a client's enterprise environment, a management practice or technology area.	Bachelor of Science or Bachelor of Arts degree in business administration, information systems management, or related field from an accredited college or university.	Ten (10) years of increasing responsible positions within the information technology field.
Management Principal	Serves as a senior subject matter expert. Assists in the development of strategic long-term goals, policies and procedures for the employment of information technology. Assists in the determination of an organization's long-term systems needs and acquisitions to accomplish the organization's business objectives. Advises on the improvement of business processes and supports critical business strategies through the development, implementation, and maintenance of business applications systems. Formulates business systems architecture plans, estimates costs, and ensures projects meet strategic needs. Evaluates risk and advises on IT financial initiatives and strategies. Provides guidance on IT budgeting and forecasting processes. Evaluates IT costs to ensure adherence to budgets, pricing strategies and organization goals.	Master of Science or Master of Arts degree in business administration, information systems management, or related field from an accredited college or university.	Twelve (12) years of increasing responsible positions within the information technology field.
Principal Enterprise Architect	Provides an authoritative/respected position in a client's enterprise	Bachelor of Science or Bachelor of Arts	Ten (10) years of increasing responsible

	<p>environment, a management practice, or a technology area (such as complex enterprise networks, information exchange architectures, information assurance, directory services or network performance engineering). Performs research and functional and empirical analyses, and recommends solutions related to the design, development, integration and deployment of complex enterprise systems. Offers uncommon subject matter expertise for (client) specified issues. Experienced in major enterprise development and operating environments with a broad knowledge of information architecture and operating systems. Work may cross multiple agencies and the impact of the work has the potential to affect organization-wide operations. Understand all aspects of the organization's strategic plans, goals, and long-term needs and the new technologies that are being developed to support them.</p>	<p>degree in information systems management, engineering or computer science from an accredited college or university.</p>	<p>positions within the information technology field.</p>
<p>Program Support Analyst IV</p>	<p>Top-level technical expert supporting unlimited end user groups. Works with user groups to solve business problems with available technology including hardware, software, databases, and peripherals. Requires high level of diverse technical experience related to studying and analyzing systems needs, systems development, systems process analysis, design, and re-engineering. Has skills and experience related to business management, systems engineering, operations research, and management engineering. Typically requires specialization in particular software or business application utilized in an end user environment. Keeps abreast of technological developments and applications.</p>	<p>Bachelor of Science or Bachelor of Arts degree in business administration, information systems management, or related field from an accredited college or university.</p>	<p>Ten (10) years experience in program/project analysis.</p>
<p>Program Support Analyst III</p>	<p>Coordinates administrative aspects of program management activities. Assists Program Manager to ensure compliance with deliverable schedules and content; collects schedule and cost data and provides required reports for schedule and cost monitoring; coordinates personnel and other resource needs; handles customer liaison requirements, especially for administrative and logistical functions; coordinates program needs and data with corporate requirements. Conducts investigations and studies and presents recommendations and solutions related to short and long-range program planning requirements. Categorizes and</p>	<p>Bachelor of Science or Bachelor of Arts degree in business administration, information systems management, or related field from an accredited college or university.</p>	<p>Seven (7) years experience in program/project analysis.</p>

	summarizes data for the preparation and submission of reports on a recurring basis. Provides advice and assistance to managers who directly affect the conduct and attainment of program goals and objectives.		
Program Support Analyst II	Independently analyzes agency initiatives when required including a variety of planning materials including OMB A-11 submissions, project plans, and emergent technologies. Writes concise answers to specific correspondence as needed. Makes well-organized and lucid presentations related to analytical work to mid level government officials. Develop presentation documents to present and convey important and highly complex messages to senior management. Coordinates with wide audiences of staff with varied professional backgrounds.	Bachelor of Science or Bachelor of Arts degree in business administration, information systems management, or related field from an accredited college or university.	Four (4) years in the information technology field with three (3) years of analytical experience.
Program Support Analyst I	Assists in a wide range of Information Technology (IT) management and system development activities that typically extend and apply to an entire organization or major components of an organization. Duties may include assisting in the development, maintenance, and implementation of strategic plans; assessing policy needs and assisting in the development of policies for IT activities; defining current and future business environments; assisting in the preparation of IT budgets; and conducting audits of IT programs and projects. In addition, assistance is provided in performing needs analysis to define opportunities for new or improved business process solutions; consulting with users/customers to identify and specify requirements; developing overall functional and system requirements and specifications; preparing business cases for the application of IT solutions; defining systems scope and objectives; and planning systems implementation. Plans and coordinates project scheduling, budgeting, and administrative tasks. Implements company policies and procedures. Familiar with a variety of the field's concepts, practices, and procedures. Relies on experience and judgment to plan and accomplish goals.	Bachelor of Science or Bachelor of Arts degree in business administration, information systems management, or related field from an accredited college or university.	Three (3) years experience in program/project analysis.
Product Manager	Manages the design, development, implementation, and enhancement of information technology capabilities. Works at the forefront of information technology using	Bachelor of Science or Bachelor of Arts degree in information systems management,	Ten (10) years of increasing responsible positions within the information technology field.

	<p>innovation to meet the customer requirements. Uses inventiveness and imagination to achieve objectives. Establishes and directs the strategic long-term goals, policies and procedures for an information technology organization. Determines an organization's long-term systems needs and hardware acquisitions to accomplish the organization's business objectives. Plans and directs all aspects of an organization's product development policies, objectives, and initiatives. Evaluates the potential and practicality of products in development. Relies on experience and judgment to plan and accomplish goals. Work may cross multiple agencies.</p>	<p>engineering or computer science from an accredited college or university.</p>	
<p>Product Architect</p>	<p>Establishes and directs the strategic long term goals, policies and procedures for an organization's creative activities. Determines the long-term systems needs and hardware acquisition to accomplish the organization's business objectives. Plans and directs all aspects of an organization's product development policies, objectives, and initiatives. Evaluates the potential and practicality of products in development. Engineers the integration of hardware, software, telecommunications, and web components to create information technology capabilities. Solution sets will integrate all components into a seamless product offering. Uses his/her knowledge of information technologies to create a concept for the required capability. Acts as a technical lead during the develop, implement, and sustain life cycle phases. Uses inventiveness and imagination to architect solutions.</p>	<p>Bachelor of Science or Bachelor of Arts degree in information systems management, engineering or computer science from an accredited college or university.</p>	<p>Ten (10) years of increasing responsible positions within the information technology field including product development expertise.</p>
<p>Quality Assurance Analyst III</p>	<p>Develops process standards and metrics. Develops test scenarios and test plans. Conducts tests and documents operating procedures and software. Reviews operating procedures and documentation. Provides Quality Assurance and Quality Control support as necessary. Performs and leads tests of software to ensure proper operation and freedom from defects. May create test data for applications. Documents and works to resolve all complex problems. Reports progress on problem resolution to management. Devises improvements to current procedures and develops models of possible future configurations. Acts as information resource about assigned areas to technical writers and other</p>	<p>Bachelor of Science or Bachelor of Arts degree in business administration, information systems management, or related field from an accredited college or university.</p>	<p>Five (5) years of increasing responsible positions within the information technology field.</p>

	Quality Assurance Analysts. Performs complex workflow analysis and recommends quality improvements. Serves as liaison between Program Management and other functional groups to resolve issues regarding quality assurance/configuration management.		
Quality Assurance Analyst II	Under general supervision, carries out procedures to ensure that all information systems, products and services meet minimum organization standards and end-user requirements. Thoroughly tests software to ensure proper operation and freedom from defects. Documents and troubleshoots to resolve all problems. Reports progress on problem resolution to management. Devises improvements to current procedures and develops models of possible future configurations. Performs workflow analysis and recommends quality improvements. May establish standards for life cycle, documentation, development methods, testing, and maintenance.	Bachelor of Science or Bachelor of Arts degree in business administration, information systems management, or related field from an accredited college or university.	Three (3) years of increasing responsible positions within the information technology field.
Quality Assurance Analyst I	Under general supervision, carries out procedures to ensure that all information systems, products and services meet minimum organization standards and end-user requirements. Thoroughly tests software to ensure proper operation and freedom from defects. Documents and works to resolve all problems. Reports progress on problem resolution to management.	Bachelor of Science or Bachelor of Arts degree in business administration, information systems management, or related field from an accredited college or university.	Two (2) years of increasing responsible positions within the information technology field.
Data Quality Assurance Analyst	Performs Logical Data Modeling for both transactional oriented databases as well as data mart databases with such tools as ERWin and ModelMart. Drafts business oriented data element definitions. Drafts procedures and standards. Reviews all data repository entries for conformity to standards. Performs complex data research tasks. Instructs (formally and informally) others on how to utilize the data products. Performs Impact Analysis studies.	Bachelor of Science or Bachelor of Arts degree in business administration, information systems management, or related field from an accredited college or university.	Five (5) years of increasing responsible positions within the information technology field specializing in data analysis and data management
IT Administrative Specialist II	In addition to responsibilities associated with clerical duties, provides administrative support to managers and staff. Coordinates smaller-scale projects. Coordinates logistical details associated with the smooth operation of a department or field location. Prepares paperwork and forms relating to the business using knowledge of policies and procedures. Prepares reports from spreadsheets and databases. Prepares presentations and	High School Diploma	One (1) year of administrative support experience.

	graphics. Works under general supervision on routine tasks and non-routine tasks within established parameters.		
IT Administrative Specialist I	Provides clerical support to managers and staff. Makes copies, types reports and correspondence, enters data into spreadsheets and databases. Assists with projects and special assignments. Sorts mail. Greets visitors and answers phones. Orders supplies. Maintains filing system. Sets up meetings and travel arrangements. Works under close supervision on routine tasks with established procedures.	High School Diploma	Six (6) months of administrative support experience.
Help Desk Specialist II	Works closely with user community and Help Desk staff to identify, research, isolate and resolve problems relating to all aspects of office automation and data center operations. Tracks and reports complaints in order to spot trends or problem areas for quick resolution. May use problem-tracking databases or other specialized Help Desk software. Responsible for ensuring timely and effective resolutions to problems. Familiar with a variety of the field's concepts, practices, and procedures regarding problem/incident identification and documentation, trouble ticket escalation, tiered technical resources, error/problem resolution, and knowledge/database repositories. May escalate problems to appropriate departments, where appropriate.	Bachelor of Science or Bachelor of Arts degree in information systems management, engineering or computer science from an accredited college or university.	Four (4) years of general information technology experience including three (3) years of related experience.
Help Desk Specialist I	Under general supervision, provides support to end users on a variety of issues. Responds to telephone calls, email and personnel requests for technical support. Tracks and reports complaints in order to spot trends or problem areas for quick resolution. Has knowledge of commonly used concepts, practices, and procedures within a particular field. Relies on instructions and pre-established guidelines to perform the functions of the job. May use problem-tracking databases or other specialized Help Desk software. May escalate problems where appropriate.	Associate Degree in the area of information systems or computer science.	One (1) year of general information technology experience.
LAN Administrator IV	Responsible for the overall integration of the enterprise-wide network including the planning, design, installation, maintenance, management, and coordination of the corporate LAN/WAN (may include local, metropolitan, and wide area networks). Has responsibility for technical architecture and recommendations related to	Bachelor of Science or Bachelor of Arts degree in information systems management, engineering or computer science from an accredited college or university.	Seven (7) years of overall information technology experience including five (5) years of technical experience with local and wide area network administration.

	LAN/WAN. Is typically a top-level technical contributor with advanced knowledge and experience in the area of local and wide area networking, communications, and related hardware/software. Maintains high level of technical expertise and studies vendor products to determine those which best meet organization needs. Presents information to management, which may result in the purchase and installation of hardware, software, and telecommunications equipment. Recommends network security procedures and policies. Knowledgeable in a multi-platform operating environment.		
LAN Administrator III	Under general direction, responsible for administration and day-to-day operation of organization's local area network (LAN). Provides integrated team support and maintenance of LAN hardware and software. Maintains integrity of the LAN hardware and software. Installs LAN software upgrades, including planning and scheduling, testing and coordination. Studies vendor products to determine those which best meet organization needs; assists in presentation of information to management resulting in purchase, and installation of hardware, software, and telecommunications equipment. Performs LAN security procedures, including implementing login requests. Evaluates new products and technologies to determine impact on existing system configurations.	Bachelor of Science or Bachelor of Arts degree in information systems management, engineering or computer science from an accredited college or university.	Five (5) years of overall information technology experience including three (3) years of technical experience with local and wide area network administration.
LAN Administrator II	Under general supervision, responsible for the acquisition, installation, maintenance, and usage of the organization's local area network. Manages LAN performance and maintains LAN security. Ensures that security procedures are implemented and enforced. Installs all network software. Evaluates, develops and maintains telecommunications systems. Troubleshoots LAN problems. Establishes and implements LAN policies, procedures, and standards and ensures their conformance with information systems and organization objectives. Trains users on LAN operation.	Bachelor of Science or Bachelor of Arts degree in information systems management, engineering or computer science from an accredited college or university.	Three (3) years of overall information technology experience including two (2) years of technical experience with local and wide area network administration.
LAN Administrator I	Under general supervision, works closely with business and management and staff on LAN support, network design, and configuration in a multi-server	Bachelor of Science or Bachelor of Arts degree in information systems management,	Two (2) years of overall information technology experience including one (1) year of technical experience with local

	environment. Responsible for the installation/configuration and support of client servers, application support software, and implementation of new business software applications. Participates with client in the installation/configuration of equipment and software. Analyzes and coordinates resolution of network problems. Provides technical support and guidelines to client and systems areas through documentation.	engineering or computer science from an accredited college or university.	and wide area network administration.
System Administrator IV	Responsible for the installation, configuration, and maintenance of operating systems. Recognizes and troubleshoots problems with server hardware and applications software. Establishes and documents standards and procedures for management review. Requires extensive knowledge of computer operations and familiarity with shell and kernel programming.	Bachelor of Science or Bachelor of Arts degree in information systems management, engineering or computer science from an accredited college or university.	Five (5) years of overall information technology experience including three (3) years of technical experience with system administration.
System Administrator III	Under general direction, responsible for activities related to system administration. Assigns personnel to various projects, directs their activities, and evaluates their work. Ensures long-term requirements of systems operations and administration are included in the overall information systems planning of the organization. Responsible for the installation, maintenance, configuration, and integrity of computer software. Implements operating system enhancements that will improve the reliability and performance of the system.	Bachelor of Science or Bachelor of Arts degree in information systems management, engineering or computer science from an accredited college or university.	Three (3) years of overall information technology experience including two (2) years of technical experience with system administration.
System Administrator II	Under general supervision, responsible for installing, configuring, and maintaining operating system workstations and servers, including web servers, in support of business processing requirements. Performs software installations and upgrades to operating systems and layered software packages. Schedules installations and upgrades and maintains them in accordance with established IT policies and procedures. Monitors and tunes the system to achieve optimum performance levels. Ensures workstation/server data integrity by evaluating, implementing, and managing appropriate software and hardware solutions. Ensures data/media recoverability by implementing a schedule of system backups and database archive operations. Develops and promotes standard operating procedures. Conducts routine hardware and software audits of workstations and	Bachelor of Science or Bachelor of Arts degree in information systems management, engineering or computer science from an accredited college or university.	Two (2) years of overall information technology experience including one (1) year of technical experience with system administration.

	servers to ensure compliance with established standards, policies, and configuration guidelines.		
System Administrator I	Responsible for working in a team environment to provide operational support for systems and networks. Performs administration functions to include; disk management, backups scheduling and monitoring, software and hardware upgrades for servers and workstations, server and workstation configuration and troubleshooting, and installation and maintenance of servers.	Associate Degree in the area of information systems, or computer science.	One (1) year of overall information technology experience including six (6) months of technical experience with system administration.
Network Engineer V	May lead a team of less experienced Network Engineers or act as a deputy PM. Top-level technical expert responsible for design and development of a network environment. Develops system strategy and the design infrastructure necessary to support that strategy. Advises on selection of technological purchases with regards to processing, data storage, data access, and applications development. Sets standards for the client/server relational database structure for the organization (SQL Server, Oracle, SYBASE, etc.). Advises of feasibility of potential future projects to management.	Bachelor of Science or Bachelor of Arts degree in information systems management, engineering or computer science from an accredited college or university.	Ten (10) years of overall information technology experience including seven (7) years of technical experience with network engineering.
Network Engineer IV	May lead a team of less experienced Network Engineers. Responsible for design and development of a network environment. Develops system strategy and the design infrastructure necessary to support that strategy. Advises on selection of technological purchases with regards to processing, data storage, data access, and applications development. Sets standards for the client/server relational database structure for the organization (SQL Server, Oracle, SYBASE, etc.).	Bachelor of Science or Bachelor of Arts degree in information systems management, engineering or computer science from an accredited college or university.	Eight (8) years of overall information technology experience including five (5) years of technical experience with network engineering.
Network Engineer III	Under general direction, designs and develops network environments. Provides assistance in the selection of technological purchases with regards to processing, data storage, data access, and applications development. Maintains standards for the client/server relational database structure for the organization (SQL Server, Oracle, SYBASE, etc.).	Bachelor of Science or Bachelor of Arts degree in information systems management, engineering or computer science from an accredited college or university.	Seven (7) years of overall information technology experience including four (4) years of technical experience with network engineering.
Network Engineer II	Under general direction, manages the purchase, installation, and support of network communications, including LAN/WAN systems. Responsible for evaluating current systems. Works on complex problems where analysis of situation requires in-depth evaluation of various factors. Plans large-scale systems projects through vendor	Bachelor of Science or Bachelor of Arts degree in information systems management, engineering or computer science from an accredited college or university.	Five (5) years of overall information technology experience including three (3) years of technical experience with network engineering.

	comparison and cost studies. Provides work leadership and training to lower level network engineers. May provide guidance to less experienced engineers.		
Network Engineer I	Under general supervision, oversees the installation and support of network communications, including LAN/WAN systems. Works on problems of diverse scope where analysis of situation requires evaluation and judgment. Responsible for evaluating current systems. Assists in the planning of large-scale systems projects through vendor comparison and cost studies.	Bachelor of Science or Bachelor of Arts degree in information systems management, engineering or computer science from an accredited college or university.	Three (3) years of overall information technology experience including two (2) years of technical experience with network engineering.
Systems Engineer III	Analyzes system requirements to determine current capabilities and system functions. Analyzes high-level mission requirements, interviews end-users, and reviews business process documentation to determine system requirements, business case parameters, and return on investment (ROI) scenarios. Uses current information about system technology to generate detailed sets of system requirements in graphical and textual format. May serve as lead analyst, providing supervision and technical guidance to other project members for particular tasks.	Bachelor of Science or Bachelor of Arts degree in information systems management, engineering or computer science from an accredited college or university.	Ten (10) years in the information technology field including five (5) years in analyzing and modeling information technology systems.
Systems Engineer II	Analyzes software and system requirements to determine current capabilities, system functions, and business case and ROI alternatives. Interviews end users and reviews business process documentation to determine system requirements. Uses current information system technology to generate detailed sets of system requirements in graphical and textual format suitable for use by programmers. May serve as a team leader coordinating the activities of project or task teams organized to perform specific activities or produce specific products or outputs.	Bachelor of Science or Bachelor of Arts degree in information systems management, engineering or computer science from an accredited college or university.	Seven (7) years in the information technology field including three (3) years in analyzing and modeling information technology systems.
Systems Engineer I	Performs well-defined software and systems requirements analyses under the direction of more senior staff. Collections capacity, performance, and requirements data and other functional information. Aggregates business process characteristic data as well as data that supports business case and ROI analysis activities under the direction of more senior staff.	Bachelor of Science or Bachelor of Arts degree in information systems management, engineering or computer science from an accredited college or university.	Five (5) years in the information technology field including two (2) years in analyzing and modeling information technology systems.
Web Administrator III	Serves as task lead. Provides setup and maintenance of Domain Name Servers and organizes material for presentation. Designs and implements Web sites following good applications development and	Bachelor of Science or Bachelor of Arts degree in information systems management, engineering or	Seven (7) years in the information technology field including five (5) years of Web development/ administration.

	change control methodology. Ensures Websites are Section 508 compliant and follow other Government guidelines. Provides daily Web-database interaction and uploading and downloading files for Website. Provides guidance and direction to junior staff members.	computer science from an accredited college or university.	
Web Administrator II	Provides setup and maintenance of Domain Name Servers and organizes material for presentation. Designs and implements Web sites following good applications development and change control methodology. Ensures Websites are Section 508 compliant and follow other Government guidelines. Provides daily Web-database interaction and uploading and downloading files for Website. Ensures Web site is current working with organization stakeholders. Provides guidance to junior staff members.	Bachelor of Science or Bachelor of Arts degree in information systems management, engineering or computer science from an accredited college or university.	Five (5) years in the information technology field including three (3) years of Web development/ administration.
Web Administrator I	Works under general supervision. Designs and implements Web sites using cascading style sheets to perform advanced formatting of Web page elements; creates dynamic pages using hover, animation effects, banners, page counters and search forms; and uses tools to create and edit images including sprites, special effects and animated GIFs. Ensures Websites are Section 508 compliant and follow other Government guidelines. Provides daily Web-database interaction and uploading and downloading files for Website. Ensures Web site is current working with organization stakeholders.	Bachelor of Science or Bachelor of Arts degree in information systems management, engineering or computer science from an accredited college or university.	Two (2) years in the information technology field including one (1) years of Web development/ administration.
Software Engineer IV	Manages software development and support using formal specifications, data flow diagrams, object-oriented methods, or other commonly accepted design techniques, generally making use of computer aided software engineering (CASE) tools. Designs and manages the implementation and design of software tools and subsystems to support software reuse and domain analysis. Manages the validation and certification of reusable software components and other software artifacts along with a software reuse repository. Estimates software development costs and schedules. Oversees and sets policy for software configuration management. Manages integration and test activities. Develops, evaluates, and recommends tools which support analysis and development. Specialized experience in software engineering includes specific	Bachelor of Science or Bachelor of Arts degree in information systems management, engineering or computer science from an accredited college or university.	Ten (10) years of computer experience including six (6) years of specialized systems/programming experience in software engineering.

	knowledge of programming languages, object-oriented client-server development tools, database technology, network operating systems, and Web technology.		
Software Engineer III	Works independently designing and developing new software products or major enhancements to existing software. May lead a large development team in the design of highly complex software systems. Acts as highest-level technical expert, addressing problems of systems integration, compatibility, and multiple platforms. Responsible for project completion. Performs feasibility analysis on potential future projects to management.	Bachelor of Science or Bachelor of Arts degree in information systems management, engineering or computer science from an accredited college or university.	Seven (7) years of computer experience including three (3) years of specialized systems/programming experience in software engineering.
Software Engineer II	Under general direction, formulates and defines specifications for complex operating software programming applications or modifies/maintains complex existing applications using engineering releases and utilities from the manufacturer. Designs, codes, tests, debugs, and documents those programs. Responsible for applications dealing with the overall operating system, such as sophisticated file maintenance routines, large telecommunications networks, computer accounting, and advanced mathematical/scientific software packages. May have responsibility for the evaluation of new and existing software products. May assist other systems programmers to effectively utilize the system's technical software.	Bachelor of Science or Bachelor of Arts degree in information systems management, engineering or computer science from an accredited college or university.	Five (5) years of computer experience including two (2) years of specialized systems/programming experience in software engineering.
Software Engineer I	Under general supervision, works from specifications to develop or modify moderately complex software programming applications. Assists with design, coding, benchmark testing, debugging, and documentation of programs. Applications generally deal with utility programs, position control language, macros, subroutines, and other control modules.	Bachelor of Science or Bachelor of Arts degree in information systems management, engineering or computer science from an accredited college or university.	Three (3) years of computer experience including one (1) year of specialized systems/programming experience in software engineering.
Information Assurance Engineer	Establishes policies and procedures in the area of Information Assurance. Implements Information Assurance engineering solutions through the application of laboratory processes and/or software implementation and code management processes. Performs Information Assurance engineering management or work associated with the review, design, evaluation, planning and operation of components, subsystems, or systems. Understands and applies all aspects of Information Assurance and remains current on the	Doctorate and three (3) years of experience, Master and six (6) years experience; Bachelor and ten (10) years experience; or Associates and twelve (12) years experience.	Doctorate and three (3) years of experience, Master and six (6) years experience; Bachelor and ten (10) years experience; or Associates and twelve (12) years experience.

	complexities and theories behind the practices of this Information Technology discipline. Works with multiple levels of engineering staff.		
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1c. Hourly Rates per Labor Category

GSA Schedule Labor Category	LABOR RATES											
	Year 15: 5/19/14 - 5/18/15		Year 16: 5/19/15 - 5/18/16		Year 17: 5/19/16 - 5/18/17		Year 18: 5/19/17 - 5/18/18		Year 19: 5/19/18 - 5/18/19		Year 20: 5/19/19 - 5/18/20	
	Government Site	Orizon Site										
	Rate	Rate										
Program Director	\$178.51	\$196.36	\$178.51	\$196.36	\$181.90	\$200.09	\$185.36	\$203.89	\$188.88	\$207.77	\$192.47	\$211.72
Project Manager II	\$143.45	\$157.79	\$143.45	\$157.79	\$146.17	\$160.79	\$148.95	\$163.85	\$151.78	\$166.96	\$154.66	\$170.13
Project Manager I	\$132.93	\$146.22	\$132.93	\$146.22	\$135.45	\$149.00	\$138.03	\$151.83	\$140.65	\$154.71	\$143.32	\$157.65
Technical Director II	\$135.83	\$149.41	\$135.83	\$149.41	\$138.41	\$152.25	\$141.04	\$155.15	\$143.72	\$158.09	\$146.45	\$161.10
Technical Director I	\$123.49	\$135.84	\$123.49	\$135.84	\$125.83	\$138.42	\$128.23	\$141.05	\$130.66	\$143.73	\$133.14	\$146.46
Systems Analyst VI	\$125.29	\$137.82	\$125.29	\$137.82	\$127.67	\$140.44	\$130.10	\$143.11	\$132.57	\$145.83	\$135.09	\$148.60
Systems Analyst V	\$123.49	\$135.84	\$123.49	\$135.84	\$125.84	\$138.42	\$128.23	\$141.05	\$130.67	\$143.73	\$133.15	\$146.46
Systems Analyst IV	\$119.19	\$131.11	\$119.19	\$131.11	\$121.46	\$133.60	\$123.76	\$136.14	\$126.12	\$138.73	\$128.51	\$141.36
Systems Analyst III	\$104.43	\$114.87	\$104.43	\$114.87	\$106.42	\$117.06	\$108.44	\$119.28	\$110.50	\$121.55	\$112.60	\$123.86
Systems Analyst II	\$86.44	\$95.08	\$86.44	\$95.08	\$88.08	\$96.89	\$89.75	\$98.73	\$91.46	\$100.60	\$93.19	\$102.51
Systems Analyst I	\$82.91	\$91.20	\$82.91	\$91.20	\$84.48	\$92.93	\$86.09	\$94.69	\$87.72	\$96.49	\$89.39	\$98.33
Developer V	\$135.83	\$149.41	\$135.83	\$149.41	\$138.41	\$152.25	\$141.04	\$155.15	\$143.72	\$158.09	\$146.45	\$161.10
Developer IV	\$125.29	\$137.82	\$125.29	\$137.82	\$127.67	\$140.44	\$130.10	\$143.11	\$132.57	\$145.83	\$135.09	\$148.60
Developer III	\$119.19	\$131.11	\$119.19	\$131.11	\$121.46	\$133.60	\$123.76	\$136.14	\$126.12	\$138.73	\$128.51	\$141.36
Developer II	\$86.44	\$95.08	\$86.44	\$95.08	\$88.08	\$96.89	\$89.75	\$98.73	\$91.46	\$100.60	\$93.19	\$102.51
Developer I	\$80.85	\$88.94	\$80.85	\$88.94	\$82.39	\$90.62	\$83.95	\$92.35	\$85.55	\$94.10	\$87.17	\$95.89
Systems Technician IX	\$109.13	\$120.04	\$109.13	\$120.04	\$111.20	\$122.32	\$113.32	\$124.65	\$115.47	\$127.01	\$117.66	\$129.43
Systems Technician VIII	\$104.43	\$114.87	\$104.43	\$114.87	\$106.42	\$117.06	\$108.44	\$119.28	\$110.50	\$121.55	\$112.60	\$123.86
Systems Technician VII	\$88.62	\$97.48	\$88.62	\$97.48	\$90.30	\$99.33	\$92.02	\$101.22	\$93.77	\$103.14	\$95.55	\$105.10
Systems Technician VI	\$79.63	\$87.59	\$79.63	\$87.59	\$81.14	\$89.25	\$82.68	\$90.95	\$84.25	\$92.68	\$85.85	\$94.44
Systems Technician V	\$64.39	\$70.83	\$64.39	\$70.83	\$65.61	\$72.17	\$66.86	\$73.54	\$68.13	\$74.94	\$69.42	\$76.36

Systems Technician IV	\$59.72	\$65.69	\$59.72	\$65.69	\$60.85	\$66.94	\$62.01	\$68.21	\$63.19	\$69.51	\$64.39	\$70.83
Systems Technician III	\$54.41	\$59.85	\$54.41	\$59.85	\$55.45	\$60.99	\$56.50	\$62.15	\$57.57	\$63.33	\$58.67	\$64.53
Systems Technician II	\$50.62	\$55.68	\$50.62	\$55.68	\$51.58	\$56.74	\$52.56	\$57.81	\$53.56	\$58.91	\$54.57	\$60.03
Systems Technician I	\$45.94	\$50.54	\$45.94	\$50.54	\$46.82	\$51.50	\$47.71	\$52.48	\$48.61	\$53.48	\$49.54	\$54.49
Database Specialist IV	\$158.47	\$174.32	\$158.47	\$174.32	\$161.48	\$177.63	\$164.55	\$181.01	\$167.68	\$184.44	\$170.86	\$187.95
Database Specialist III	\$125.29	\$137.82	\$125.29	\$137.82	\$127.67	\$140.44	\$130.10	\$143.11	\$132.57	\$145.83	\$135.09	\$148.60
Database Specialist II	\$119.19	\$131.11	\$119.19	\$131.11	\$121.46	\$133.60	\$123.76	\$136.14	\$126.12	\$138.73	\$128.51	\$141.36
Database Specialist I	\$94.42	\$103.87	\$94.42	\$103.87	\$96.22	\$105.84	\$98.05	\$107.85	\$99.91	\$109.90	\$101.81	\$111.99
Database Administrator IV	\$127.56	\$140.32	\$127.56	\$140.32	\$129.99	\$142.98	\$132.46	\$145.70	\$134.97	\$148.47	\$137.54	\$151.29
Database Administrator III	\$125.29	\$137.82	\$125.29	\$137.82	\$127.67	\$140.44	\$130.10	\$143.11	\$132.57	\$145.83	\$135.09	\$148.60
Database Administrator II	\$119.19	\$131.11	\$119.19	\$131.11	\$121.46	\$133.60	\$123.76	\$136.14	\$126.12	\$138.73	\$128.51	\$141.36
Database Administrator I	\$84.54	\$92.99	\$84.54	\$92.99	\$86.14	\$94.76	\$87.78	\$96.56	\$89.45	\$98.39	\$91.15	\$100.26
Enterprise Database Administrator III	\$176.88	\$194.57	\$176.88	\$194.57	\$180.24	\$198.26	\$183.66	\$202.03	\$187.15	\$205.87	\$190.71	\$209.78
Enterprise Database Administrator II	\$169.07	\$185.98	\$169.07	\$185.98	\$172.29	\$189.52	\$175.56	\$193.12	\$178.90	\$196.79	\$182.30	\$200.52
Enterprise Database Administrator I	\$119.65	\$131.62	\$119.65	\$131.62	\$121.93	\$134.12	\$124.24	\$136.67	\$126.60	\$139.26	\$129.01	\$141.91
Information Systems Training Specialist III	\$110.01	\$121.01	\$110.01	\$121.01	\$112.10	\$123.31	\$114.23	\$125.66	\$116.40	\$128.04	\$118.62	\$130.48
Information Systems Training Specialist II	\$102.90	\$113.20	\$102.90	\$113.20	\$104.86	\$115.35	\$106.85	\$117.54	\$108.88	\$119.77	\$110.95	\$122.05
Information Systems Training Specialist I	\$90.80	\$99.88	\$90.80	\$99.88	\$92.53	\$101.78	\$94.28	\$103.71	\$96.08	\$105.68	\$97.90	\$107.69
Content Project Manager/Instructional Designer	\$91.68	\$100.85	\$91.68	\$100.85	\$93.42	\$102.77	\$95.20	\$104.72	\$97.01	\$106.71	\$98.85	\$108.74
Content Developer	\$82.54	\$90.80	\$82.54	\$90.80	\$84.11	\$92.52	\$85.71	\$94.28	\$87.34	\$96.07	\$89.00	\$97.90
Documentation Specialist III	\$78.68	\$86.55	\$78.68	\$86.55	\$80.18	\$88.20	\$81.70	\$89.87	\$83.26	\$91.58	\$84.84	\$93.32
Documentation Specialist II	\$72.65	\$79.91	\$72.65	\$79.91	\$74.03	\$81.43	\$75.43	\$82.98	\$76.87	\$84.55	\$78.33	\$86.16
Documentation Specialist I	\$51.85	\$57.04	\$51.85	\$57.04	\$52.84	\$58.12	\$53.84	\$59.22	\$54.86	\$60.35	\$55.90	\$61.50
Graphics Specialist II	\$82.54	\$90.80	\$82.54	\$90.80	\$84.11	\$92.52	\$85.71	\$94.28	\$87.34	\$96.07	\$89.00	\$97.90
Graphics Specialist I	\$74.09	\$81.50	\$74.09	\$81.50	\$75.50	\$83.05	\$76.94	\$84.63	\$78.40	\$86.24	\$79.89	\$87.88

PeopleSoft Database Administrator I	\$172.20	\$189.42	\$172.20	\$189.42	\$175.47	\$193.01	\$178.80	\$196.68	\$182.20	\$200.42	\$185.66	\$204.23
PeopleSoft Junior Application Programmer II	\$104.81	\$115.29	\$104.81	\$115.29	\$106.80	\$117.48	\$108.83	\$119.72	\$110.90	\$121.99	\$113.01	\$124.31
Business Information Systems Reengineering Analyst II	\$118.88	\$130.77	\$118.88	\$130.77	\$121.14	\$133.26	\$123.44	\$135.79	\$125.79	\$138.37	\$128.18	\$141.00
Functional Enterprise Application Specialist V	\$214.97	\$236.47	\$214.97	\$236.47	\$219.06	\$240.96	\$223.22	\$245.54	\$227.46	\$250.21	\$231.78	\$254.96
Functional Enterprise Application Specialist IV	\$179.04	\$196.94	\$179.04	\$196.94	\$182.44	\$200.68	\$185.90	\$204.50	\$189.44	\$208.38	\$193.04	\$212.34
Functional Enterprise Application Specialist III	\$128.72	\$141.59	\$128.72	\$141.59	\$131.17	\$144.28	\$133.66	\$147.02	\$136.20	\$149.82	\$138.79	\$152.66
Functional Enterprise Application Specialist II	\$117.41	\$129.15	\$117.41	\$129.15	\$119.64	\$131.60	\$121.91	\$134.11	\$124.23	\$136.65	\$126.59	\$139.25
Functional Enterprise Application Specialist I	\$102.90	\$113.20	\$102.90	\$113.20	\$104.86	\$115.35	\$106.85	\$117.54	\$108.88	\$119.77	\$110.95	\$122.05
Technical Enterprise Application Specialist IV	\$171.16	\$188.28	\$171.16	\$188.28	\$174.41	\$191.85	\$177.73	\$195.50	\$181.10	\$199.21	\$184.54	\$203.00
Technical Enterprise Application Specialist III	\$150.61	\$165.67	\$150.61	\$165.67	\$153.47	\$168.82	\$156.39	\$172.03	\$159.36	\$175.30	\$162.39	\$178.63
Technical Enterprise Application Specialist II	\$121.88	\$134.07	\$121.88	\$134.07	\$124.20	\$136.62	\$126.56	\$139.21	\$128.96	\$141.86	\$131.41	\$144.55
Technical Enterprise Application Specialist I	\$108.96	\$119.85	\$108.96	\$119.85	\$111.03	\$122.13	\$113.14	\$124.45	\$115.29	\$126.81	\$117.48	\$129.22
Principal Consultant	\$192.13	\$211.34	\$192.13	\$211.34	\$195.78	\$215.35	\$199.50	\$219.45	\$203.29	\$223.62	\$207.15	\$227.86
Management Principal	\$250.43	\$275.47	\$250.43	\$275.47	\$255.19	\$280.70	\$260.03	\$286.04	\$264.97	\$291.47	\$270.01	\$297.01
Principal Enterprise Architect	\$168.64	\$185.50	\$168.64	\$185.50	\$171.84	\$189.03	\$175.11	\$192.62	\$178.43	\$196.28	\$181.82	\$200.01
Program Support Analyst IV	\$114.99	\$126.49	\$114.99	\$126.49	\$117.18	\$128.90	\$119.41	\$131.35	\$121.67	\$133.84	\$123.99	\$136.39
Program Support Analyst III	\$103.57	\$113.93	\$103.57	\$113.93	\$105.54	\$116.09	\$107.54	\$118.30	\$109.58	\$120.54	\$111.67	\$122.83
Program Support Analyst II	\$70.78	\$77.85	\$70.78	\$77.85	\$72.12	\$79.33	\$73.49	\$80.84	\$74.89	\$82.38	\$76.31	\$83.94
Program Support Analyst I	\$64.19	\$70.61	\$64.19	\$70.61	\$65.41	\$71.95	\$66.66	\$73.32	\$67.92	\$74.71	\$69.21	\$76.13
Product Manager	\$230.98	\$254.08	\$230.98	\$254.08	\$235.37	\$258.91	\$239.85	\$263.83	\$244.40	\$268.84	\$249.05	\$273.95
Product Architect	\$209.83	\$230.81	\$209.83	\$230.81	\$213.82	\$235.20	\$217.88	\$239.67	\$222.02	\$244.22	\$226.24	\$248.86
Quality Assurance Analyst III	\$90.80	\$99.88	\$90.80	\$99.88	\$92.53	\$101.78	\$94.28	\$103.71	\$96.08	\$105.68	\$97.90	\$107.69
Quality Assurance Analyst II	\$82.31	\$90.54	\$82.31	\$90.54	\$83.87	\$92.26	\$85.47	\$94.01	\$87.09	\$95.80	\$88.74	\$97.62
Quality Assurance Analyst I	\$74.80	\$82.28	\$74.80	\$82.28	\$76.22	\$83.84	\$77.67	\$85.43	\$79.14	\$87.06	\$80.64	\$88.71
Data Quality Assurance Analyst	\$104.19	\$114.61	\$104.19	\$114.61	\$106.17	\$116.79	\$108.19	\$119.01	\$110.24	\$121.27	\$112.34	\$123.57

IT Administrative Specialist II	\$52.99	\$58.29	\$52.99	\$58.29	\$54.00	\$59.40	\$55.02	\$60.53	\$56.07	\$61.68	\$57.14	\$62.85
IT Administrative Specialist I	\$42.80	\$47.08	\$42.80	\$47.08	\$43.61	\$47.97	\$44.44	\$48.89	\$45.29	\$49.81	\$46.15	\$50.76
Help Desk Specialist II	\$70.23	\$77.25	\$70.23	\$77.25	\$71.57	\$78.72	\$72.93	\$80.22	\$74.31	\$81.74	\$75.72	\$83.29
Help Desk Specialist I	\$50.62	\$55.68	\$50.62	\$55.68	\$51.58	\$56.74	\$52.56	\$57.81	\$53.56	\$58.91	\$54.57	\$60.03
LAN Administrator IV	\$114.99	\$126.49	\$114.99	\$126.49	\$117.18	\$128.90	\$119.41	\$131.35	\$121.67	\$133.84	\$123.99	\$136.39
LAN Administrator III	\$102.90	\$113.20	\$102.90	\$113.20	\$104.86	\$115.35	\$106.85	\$117.54	\$108.88	\$119.77	\$110.95	\$122.05
LAN Administrator II	\$90.80	\$99.88	\$90.80	\$99.88	\$92.53	\$101.78	\$94.28	\$103.71	\$96.08	\$105.68	\$97.90	\$107.69
LAN Administrator I	\$84.72	\$93.20	\$84.72	\$93.20	\$86.33	\$94.97	\$87.97	\$96.77	\$89.64	\$98.61	\$91.35	\$100.48
System Administrator IV	\$108.96	\$119.85	\$108.96	\$119.85	\$111.03	\$122.13	\$113.14	\$124.45	\$115.29	\$126.81	\$117.48	\$129.22
System Administrator III	\$96.84	\$106.52	\$96.84	\$106.52	\$98.68	\$108.55	\$100.55	\$110.61	\$102.47	\$112.71	\$104.41	\$114.85
System Administrator II	\$90.80	\$99.88	\$90.80	\$99.88	\$92.53	\$101.78	\$94.28	\$103.71	\$96.08	\$105.68	\$97.90	\$107.69
System Administrator I	\$68.07	\$74.87	\$68.07	\$74.87	\$69.36	\$76.30	\$70.68	\$77.75	\$72.02	\$79.22	\$73.39	\$80.73
Network Engineer V	\$114.99	\$126.49	\$114.99	\$126.49	\$117.18	\$128.90	\$119.41	\$131.35	\$121.67	\$133.84	\$123.99	\$136.39
Network Engineer IV	\$112.80	\$124.09	\$112.80	\$124.09	\$114.95	\$126.44	\$117.13	\$128.85	\$119.36	\$131.29	\$121.63	\$133.79
Network Engineer III	\$106.17	\$116.79	\$106.17	\$116.79	\$108.19	\$119.01	\$110.24	\$121.27	\$112.34	\$123.57	\$114.47	\$125.92
Network Engineer II	\$102.90	\$113.20	\$102.90	\$113.20	\$104.86	\$115.35	\$106.85	\$117.54	\$108.88	\$119.77	\$110.95	\$122.05
Network Engineer I	\$90.80	\$99.88	\$90.80	\$99.88	\$92.53	\$101.78	\$94.28	\$103.71	\$96.08	\$105.68	\$97.90	\$107.69
Systems Engineer III	\$136.14	\$149.75	\$136.14	\$149.75	\$138.72	\$152.59	\$141.36	\$155.49	\$144.04	\$158.45	\$146.78	\$161.46
Systems Engineer II	\$115.14	\$126.65	\$115.14	\$126.65	\$117.33	\$129.06	\$119.56	\$131.51	\$121.83	\$134.01	\$124.14	\$136.56
Systems Engineer I	\$99.03	\$108.93	\$99.03	\$108.93	\$100.91	\$111.00	\$102.83	\$113.11	\$104.78	\$115.26	\$106.77	\$117.45
Web Administrator III	\$111.27	\$122.39	\$111.27	\$122.39	\$113.38	\$124.72	\$115.53	\$127.09	\$117.73	\$129.50	\$119.97	\$131.96
Web Administrator II	\$95.90	\$105.49	\$95.90	\$105.49	\$97.72	\$107.49	\$99.58	\$109.53	\$101.47	\$111.61	\$103.40	\$113.74
Web Administrator I	\$69.46	\$76.41	\$69.46	\$76.41	\$70.78	\$77.86	\$72.13	\$79.34	\$73.50	\$80.85	\$74.89	\$82.38
Software Engineer IV	\$143.45	\$157.79	\$143.45	\$157.79	\$146.17	\$160.79	\$148.95	\$163.85	\$151.78	\$166.96	\$154.66	\$170.13
Software Engineer III	\$108.96	\$119.85	\$108.96	\$119.85	\$111.03	\$122.13	\$113.14	\$124.45	\$115.29	\$126.81	\$117.48	\$129.22
Software Engineer II	\$102.90	\$113.20	\$102.90	\$113.20	\$104.86	\$115.35	\$106.85	\$117.54	\$108.88	\$119.77	\$110.95	\$122.05
Software Engineer I	\$90.80	\$99.88	\$90.80	\$99.88	\$92.53	\$101.78	\$94.28	\$103.71	\$96.08	\$105.68	\$97.90	\$107.69

Information Assurance Engineer	\$177.86	\$195.65	\$177.86	\$195.65	\$181.24	\$199.36	\$184.68	\$203.15	\$188.19	\$207.01	\$191.77	\$210.94
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2. **Maximum Order:** (All dollar amounts are exclusive of any discount for prompt payment.)
 - a. Special Item Number 132-51 - Information Technology (IT) Professional Services
The maximum dollar value per order for all IT Professional services will be \$500,000.
3. **Minimum Order:** The minimum dollar value of orders to be issued is \$100.00.
4. **Geographic Scope of Contract:**
The geographic scope of contract is the Continental United States (CONUS) and all U.S. Government installations Outside the Continental United States (OCONUS)
5. **Point(s) of production (city, county, and State or foreign country):** N/A
6. **Discounts from price list or statement of net price:**
“Prices Shown Herein are NET (discount deducted)”
7. **Discounts:** Prices shown are NET Prices; Basic Discounts have been deducted.
 - a. Prompt Payment: None.
 - b. Quantity: None.
 - c. Dollar Volume: None.
 - d. Government Educational Institutions are offered the same discounts as all other Government customers.
 - e. Other: None
8. **Prompt Payment Terms:** Prices shown are NET Prices; Basic Discounts have been deducted.
 - a. Prompt Payment: None.
- 9a. **Notification that Government purchase cards are accepted at or below the micro- purchase threshold:**
Government purchase cards will be acceptable for payment at or below the micro-purchase threshold. In addition, bank account information for wire transfer payments will be shown on the invoice. The following telephone number(s) can be used by ordering agencies to obtain technical and/or ordering assistance: (301) 309-2300.
- 9b. **Notification whether Government purchase cards are accepted or not accepted above the micro-purchase threshold:**
Government purchase cards will not be accepted for payment above the micro-purchase threshold.
10. **Foreign Items (list items by country of origin):** N/A
- 11a. **Delivery Schedule**
 - a. **TIME OF DELIVERY:** The Contractor shall deliver to destination within the number of calendar days after receipt of order (ARO), as set forth below:
Time of delivery is determined upon mutual agreement between the ordering office and the contractor.

- b. EXPEDITED DELIVERY: N/A
- c. OVERNIGHT AND 2-DAY DELIVERY: N/A
- d. URGENT REQUIREMENTS: When the Federal Supply Schedule contract delivery period does not meet the bona fide urgent delivery requirements of an ordering agency, agencies are encouraged, if time permits, to contact the Contractor for the purpose of obtaining accelerated delivery. The Contractor shall reply to the inquiry within 3 workdays after receipt. (Telephonic replies shall be confirmed by the Contractor in writing.) If the Contractor offers an accelerated delivery time acceptable to the ordering agency, any order(s) placed pursuant to the agreed upon accelerated delivery time frame shall be delivered within this shorter delivery time and in accordance with all other terms and conditions of the contract.

12. FOB Destination

13a. Ordering Address:

Orizon, Inc.
2275 Research Blvd
Suite 500
Rockville, MD 20850

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:

Orizon, Inc.
2275 Research Blvd
Suite 500
Rockville, MD 20850

15. Warranty Provision:

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

(1) Time of delivery/installation quotations for individual orders;

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

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

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

16. Export Packing Charges, if applicable: N/A

17. Terms and conditions of Government purchase card acceptance (any thresholds above the micro-purchase level).

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

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

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

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

- (1) Offer a new lower price for this requirement (the Price Reductions clause is not applicable to orders placed over the maximum order in FAR 52.216-19 Order Limitations);
- (2) Offer the lowest price available under the contract; or
- (4) Decline the order (orders must be returned in accordance with FAR 52.216-19).

- d. Blanket purchase agreements (BPAs).** The establishment of Federal Supply Schedule BPAs is permitted when following the ordering procedures in FAR 8.404. All schedule contracts contain BPA provisions. Ordering offices may use BPAs to establish accounts with Contractors to fill recurring requirements. BPAs should address the frequency of ordering and invoicing, discounts, and delivery locations and times.
- e. Price reductions.** In addition to the circumstances outlined in paragraph c, above, there may be instances when ordering offices will find it advantageous to request a price reduction. For example, when the ordering office finds a schedule supply or service elsewhere at a lower price or when a BPA is being established to fill recurring requirements, requesting a price reduction could be advantageous. The potential volume of orders under these agreements, regardless of the size of the individual order, may offer the ordering office the opportunity to secure greater discounts. Schedule Contractors are not required to pass on to all schedule users a price reduction extended only to an individual agency for a specific order.
- f. Small business.** For orders exceeding the micro-purchase threshold, ordering offices should give preference to the items of small business concerns when two or more items at the same delivered price will satisfy the requirement.
- g. Documentation.** Orders should be documented, at a minimum, by identifying the Contractor the item was purchased from, the item purchased, and the amount paid. If an agency requirement in excess of the micro-purchase threshold is defined so as to require a particular brand name, product, or feature of a product peculiar to one manufacturer, thereby precluding consideration of a product manufactured by another company, the ordering office shall include an explanation in the file as to why the particular brand name, product, or feature is essential to satisfy the agency's needs.

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).**
- 24b. **Section 508 Compliance:** Section 508 Compliance information is available on Electronic and Information Technology (EIT) supplies and services and can be found at <http://www.orizon-inc.com/contracting-gsa-it70.aspx>. The EIT standards can be found at: www.Section508.gov/.
25. **Data Universal Numbering System (DUNS) Number: 06-988-9421**
26. **Notification regarding registration in Central Contractor Registration (CCR) database:** Orizon, Inc. is registered in the System for Award Management (SAM) database.
27. **BLANKET PURCHASE AGREEMENTS (BPAs)**

Federal Acquisition Regulation (FAR) 13.201(a) defines Blanket Purchase Agreements (BPAs) as "...a simplified method of filling anticipated repetitive needs for supplies or services by establishing 'charge accounts' with qualified sources of supply." The use of Blanket Purchase Agreements under the Federal Supply Schedule Program is authorized in accordance with FAR 13.202(c)(3), which reads, in part, as follows:

"BPAs may be established with Federal Supply Schedule Contractors, if not inconsistent with the terms of the applicable schedule contract."

Federal Supply Schedule contracts contain BPA provisions to enable schedule users to maximize their administrative and purchasing savings. This feature permits schedule users to set up "accounts" with Schedule Contractors to fill recurring requirements. These accounts establish a period for the BPA and generally address issues such as the frequency of ordering and invoicing, authorized callers, discounts, delivery locations and times. Agencies may qualify for the best quantity/volume discounts available under the contract, based on the potential volume of business that may be generated through such an agreement, regardless of the size of the individual orders. In addition, agencies may be able to secure a discount

higher than that available in the contract based on the aggregate volume of business possible under a BPA. Finally, Contractors may be open to a progressive type of discounting where the discount would increase once the sales accumulated under the BPA reach certain prescribed levels. Use of a BPA may be particularly useful with the new Maximum Order feature. See the Suggested Format, contained in this Schedule Pricelist, for customers to consider when using this purchasing tool.

28. CONTRACTOR TEAM ARRANGEMENTS

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

29. Clause I-FSS-969 hereby applies to the contract based on the following market indicator: Bureau of Labor and Statistics Index for professional, scientific, and technical services.

<p style="text-align: center;">INFORMATION FOR ORDERING OFFICES</p>
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SPECIAL NOTICE TO AGENCIES:

Small Business Participation

SBA strongly supports the participation of small business concerns in the Federal Supply Schedules Program. To enhance Small Business Participation SBA policy allows agencies to include in their procurement base and goals, the dollar value of orders expected to be placed against the Federal Supply Schedules, and to report accomplishments against these goals.

For orders exceeding the micro purchase threshold, FAR 8.404 requires agencies to consider the catalogs/pricelists of at least three schedule contractors or consider reasonably available information by using the GSA Advantage![™] on-line shopping service (www.fss.gsa.gov). The catalogs/pricelists, GSA Advantage![™] and the Federal Supply Service Home Page (www.fss.gsa.gov) contains information on a broad array of products and services offered by small business concerns.

This information should be used as a tool to assist ordering activities in meeting or exceeding established small business goals. It should also be used as a tool to assist in including small, small disadvantaged, and women-owned small businesses among those considered when selecting pricelists for a best value determination.

For orders exceeding the micro purchase threshold, customers are to give preference to small business concerns when two or more items at the same delivered price will satisfy their requirement.

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

1.A. SCOPE

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

1.B. PERFORMANCE INCENTIVES

- a. When using a performance based statement of work, performance incentives may be agreed upon between the Contractor and the ordering office on individual fixed price orders or Blanket Purchase Agreements, for fixed price tasks, under this contract in accordance with this clause.
- b. The ordering office must establish a maximum performance incentive price for these services and/or total solutions on individual orders or Blanket Purchase Agreements.
- c. To the maximum extent practicable, ordering offices shall consider establishing incentives where performance is critical to the agency's mission and incentives are likely to motivate the contractor. Incentives shall be based on objectively measurable tasks.
- d. The above procedures do not apply to Time and Material or labor hour orders.

2. ORDERING PROCEDURES FOR SERVICES (REQUIRING A STATEMENT OF WORK)

FAR 8.402 contemplates that GSA may occasionally find it necessary to establish special ordering procedures for individual Federal Supply Schedules or for some Special Item Numbers (SINs) within a Schedule. GSA has established special ordering procedures for services that require a Statement of Work. These special ordering procedures take precedence over the procedures in FAR 8.404 (b)(2) through (b)(3).

GSA has determined that the prices for services contained in the contractor's price list applicable to this Schedule are fair and reasonable. However, the ordering office using this contract is responsible for considering the level of effort and mix of labor proposed to perform a specific task being ordered and for making a determination that the total firm-fixed price or ceiling price is fair and reasonable.

(a) When ordering services, ordering offices shall—

- (1) Prepare a Request (Request for Quote or other communication tool):

- (ii) A statement of work (a performance-based statement of work is preferred) that outlines, at a minimum, the work to be performed, location of work, period of performance, deliverable schedule, applicable standards, acceptance criteria, and any special requirements (i.e., security clearances, travel, special knowledge, etc.) should be prepared.
- (iii) The request should include the statement of work and request the contractors to submit either a firm-fixed price or a ceiling price to provide the services outlined in the statement of work. A firm-fixed price order shall be requested, unless the ordering office makes a determination that it is not possible at the time of placing the order to estimate accurately the extent or duration of the work or to anticipate cost with any reasonable degree of confidence. When such a determination is made, a labor hour or time-and-materials proposal may be requested. The firm-fixed price shall be based on the rates in the schedule contract and shall consider the mix of labor categories and level of effort required to perform the services described in the statement of work. The firm-fixed price of the order should also include any travel costs or other incidental costs related to performance of the services ordered, unless the order provides for reimbursement of travel costs at the rates provided in the Federal Travel or Joint Travel Regulations. A ceiling price must be established for labor-hour and time-and-materials orders.
- (iv) The request may ask the contractors, if necessary or appropriate, to submit a project plan for performing the task, and information on the contractor's experience and/or past performance performing similar tasks.
- (v) The request shall notify the contractors what basis will be used for selecting the contractor to receive the order. The notice shall include the basis for determining whether the contractors are technically qualified and provide an explanation regarding the intended use of any experience and/or past performance information in determining technical qualification of responses. If consideration will be limited to schedule contractors who are small business concerns as permitted by paragraph (2)(i) below, the request shall notify the contractors that will be the case.

(2) Transmit the Request to Contractors:

- (i) Based upon an initial evaluation of catalogs and price lists, the ordering office should identify the contractors that appear to offer the best value (considering the scope of services offered, pricing and other factors such as contractors' locations, as appropriate). When buying IT professional services under SIN 132—51 ONLY, the ordering office, at its discretion, may limit consideration to those schedule contractors that are small business concerns. This limitation is not applicable when buying supplies and/or services under other SINs as well as SIN 132-51. The limitation may only be used when at least three (3) small businesses that appear to offer services that will meet the agency's needs are available, if the order is estimated to exceed the micro-purchase threshold.

- (ii) The request should be provided to three (3) contractors if the proposed order is estimated to exceed the micro-purchase threshold, but not exceed the maximum order threshold. For proposed orders exceeding the maximum order threshold, the request should be provided to additional contractors that offer services that will meet the agency's needs. Ordering offices should strive to minimize the contractors' costs associated with responding to requests for quotes for specific orders. Requests should be tailored to the minimum level necessary for adequate evaluation and selection for order placement. Oral presentations should be considered, when possible.

(3) Evaluate Responses and Select the Contractor to Receive the Order:

After responses have been evaluated against the factors identified in the request, the order should be placed with the schedule contractor that represents the best value. (See FAR 8.404)

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

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

- (i) **SINGLE BPA:** Generally, a single BPA should be established when the ordering office can define the tasks to be ordered under the BPA and establish a firm-fixed price or ceiling price for individual tasks or services to be ordered. When this occurs, authorized users may place the order directly under the established BPA when the need for service arises. The schedule contractor that represents the best value should be awarded the BPA. (See FAR 8.404)
- (ii) **MULTIPLE BPAs:** When the ordering office determines multiple BPAs are needed to meet its requirements, the ordering office should determine which contractors can meet any technical qualifications before establishing the BPAs. When multiple BPAs are established, the authorized users must follow the procedures in (a)(2)(ii) above and then place the order with the Schedule contractor that represents the best value.

- (2) **Review BPAs Periodically:** Such reviews shall be conducted at least annually. The purpose of the review is to

- (c) The ordering office should give preference to small business concerns when two or more contractors can provide the services at the same firm-fixed price or ceiling price.
- (d) When the ordering office's requirement involves both products as well as executive, administrative and/or professional, services, the ordering office should total the prices for the products and the firm-fixed price for the services and select the contractor that represents the best value. (See FAR 8.404)

- (e) The ordering office, at a minimum, should document orders by identifying the contractor from which the services were purchased, the services purchased, and the amount paid. If other than a firm-fixed price order is placed, such documentation should include the basis for the determination to use a labor-hour or time-and-materials order. For agency requirements in excess of the micro-purchase threshold, the order file should document the evaluation of Schedule contractors' quotes that formed the basis for the selection of the contractor that received the order and the rationale for any trade-offs made in making the selection.
- (f) Ordering procedures for other services available on schedule at fixed prices for specifically defined services or tasks should use the procedures in FAR 8.404. These procedures are listed in the pricelist, under "Information for Ordering Offices," paragraph #12.

3. ORDER

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

4. PERFORMANCE OF SERVICES

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

5. INSPECTION OF SERVICES

The Inspection of Services–Fixed Price (AUG 1996) clause at FAR 52.246-4 applies to firm-fixed price orders placed under this contract. The Inspection–Time-and-Materials and Labor-Hour (JAN 1986) clause at FAR 52.246-6 applies to time-and-materials and labor-hour orders placed under this contract.

6. RESPONSIBILITIES OF THE CONTRACTOR

The Contractor shall comply with all laws, ordinances, and regulations (Federal, State, City, or otherwise) covering work of this character.

7. RESPONSIBILITIES OF THE GOVERNMENT

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

8. INDEPENDENT CONTRACTOR

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

9. ORGANIZATIONAL CONFLICTS OF INTEREST

a. Definitions.

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

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

An “Organizational conflict of interest” exists when the nature of the work to be performed under a proposed Government contract, without some restriction on activities by the Contractor and its affiliates, may either (i) result in an unfair competitive advantage to the Contractor or its affiliates or (ii) impair the Contractor’s or its affiliates’ objectivity in performing contract work.

- b. To avoid an organizational or financial conflict of interest and to avoid prejudicing the best interests of the Government, ordering offices may place restrictions on the Contractors, its affiliates, chief executives, directors, subsidiaries and subcontractors at any tier when placing orders against schedule contracts. Such restrictions shall be consistent with FAR 9.505 and shall be designed to avoid, neutralize, or mitigate organizational conflicts of interest that might otherwise exist in situations related to individual orders placed against the schedule contract. Examples of situations, which may require restrictions, are provided at FAR 9.508.

10. INVOICES

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

11. PAYMENTS

For firm-fixed price orders the Government shall pay the Contractor, upon submission of proper invoices or vouchers, the prices stipulated in this contract for service rendered and accepted. Progress payments shall be made only when authorized by the order. For time-and-materials orders, the Payments under Time-and-Materials and Labor-Hour Contracts (Alternate I (APR 1984)) at FAR 52.232-7 applies to time-and-materials orders placed under this contract. For labor-hour orders, the Payment under Time-and-Materials and Labor-Hour Contracts (FEB 1997) (Alternate II (JAN 1986)) at FAR 52.232-7 applies to labor-hour orders placed under this contract.

12. RÉSUMÉS

Résumés shall be provided to the GSA Contracting Officer or the user agency upon request.

13. INCIDENTAL SUPPORT COSTS

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

14. APPROVAL OF SUBCONTRACTS

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

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

PREAMBLE

Orizon, Inc. provides commercial products and services to the Federal Government. We are committed to promoting participation of small, small disadvantaged and women-owned small businesses in our contracts. We pledge to provide opportunities to the small business community through reselling opportunities, mentor-protégé programs, joint ventures, teaming arrangements, and subcontracting.

COMMITMENT

To actively seek and partner with small businesses.

To identify, qualify, mentor and develop small, small disadvantaged and women-owned small businesses by purchasing from these businesses whenever practical.

To develop and promote company policy initiatives that demonstrates our support for awarding contracts and subcontracts to small business concerns.

To undertake significant efforts to determine the potential of small, small disadvantaged and women-owned small business to supply products and services to our company.

To insure procurement opportunities are designed to permit the maximum possible participation of small, small disadvantaged, and women-owned small businesses.

To attend business opportunity workshops, minority business enterprise seminars, trade fairs, procurement conferences, etc., to identify and increase small businesses with whom to partner.

To publicize in our marketing publications our interest in meeting small businesses that may be interested in subcontracting opportunities.

We signify our commitment to work in partnership with small, small disadvantaged and women-owned small businesses to promote and increase their participation in Federal Government contracts. To accelerate potential opportunities please contact Orizon, Inc.; Mr. Michael McLean, Telephone: (301) 309-2300; mmclean@orizon-inc.com; Fax: (301) 309-1997.

SAMPLE

BPA NUMBER _____

(CUSTOMER NAME)
BLANKET PURCHASE AGREEMENT

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

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

MODEL NUMBER/PART NUMBER

***SPECIAL BPA DISCOUNT/PRICE**

(2) Delivery:

DESTINATION

DELIVERY SCHEDULE/DATES

(3) The Government estimates, but does not guarantee, that the volume of purchases through this agreement will be _____.

(4) This BPA does not obligate any funds.

(5) This BPA expires on _____ or at the end of the contract period, whichever is earlier.

(6) The following office(s) is hereby authorized to place orders under this BPA:

OFFICE

POINT OF CONTACT

(7) Orders will be placed against this BPA via Electronic Data Interchange (EDI), FAX, or paper.

(8) Unless otherwise agreed to, all deliveries under this BPA must be accompanied by delivery tickets or sales slips that must contain the following information as a minimum:

SAMPLE

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

BASIC GUIDELINES FOR USING “CONTRACTOR TEAM ARRANGEMENTS”

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

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

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

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

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

Here is a general outline on how it works:

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