GENERAL SERVICES ADMINISTRATION

Federal Supply Service
Authorized Federal Supply Service Schedule Price List

PRIME SOURCE TECHNOLOGIES, LLC

Contract #: GS-35F-0480T

Multiple Award Schedule (MAS)
Federal Supply Group: Professional Services and Information Technology

Contract Period: June 15, 2022 through June 14, 2027
As of Modification: PO-0062, Effective June 15, 2022

Prime Source Technologies, LLC
1825 K Street N.W., Suite 670
Washington, DC 20006
Phone: 202-628-3339
Facsimile: 888-648-8648
Website: http://www.primesource.com/
Business Size: Small

Contract Administration Source: Peng Yap
Email: pyap@primesource.com
Phone: 202-628-3339

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: GSAA Advantage.gov.

For more information on ordering from Federal Supply Schedules click on the FSS Schedules button at fss.gsa.gov.
<table>
<thead>
<tr>
<th>Contents</th>
<th>Page</th>
</tr>
</thead>
<tbody>
<tr>
<td>Customer Information</td>
<td>3</td>
</tr>
<tr>
<td>Labor Category Descriptions for Professional Services</td>
<td>6</td>
</tr>
<tr>
<td>Special Item Numbers:</td>
<td></td>
</tr>
<tr>
<td>• SIN 541611</td>
<td></td>
</tr>
<tr>
<td>Labor Rates for Professional Services</td>
<td>12</td>
</tr>
<tr>
<td>Special Item Numbers:</td>
<td></td>
</tr>
<tr>
<td>• SIN 541611</td>
<td></td>
</tr>
<tr>
<td>Labor Category Descriptions for Information Technology</td>
<td>13</td>
</tr>
<tr>
<td>Special Item Numbers:</td>
<td></td>
</tr>
<tr>
<td>• SIN 54151S</td>
<td></td>
</tr>
<tr>
<td>• SIN ANCILLARY</td>
<td></td>
</tr>
<tr>
<td>Labor Rates for Information Technology</td>
<td>34</td>
</tr>
<tr>
<td>Special Item Numbers:</td>
<td></td>
</tr>
<tr>
<td>• SIN 54151S</td>
<td></td>
</tr>
<tr>
<td>• SIN ANCILLARY</td>
<td></td>
</tr>
<tr>
<td>Product Listings</td>
<td>36</td>
</tr>
<tr>
<td>Special Item Numbers:</td>
<td></td>
</tr>
<tr>
<td>• SIN 511210</td>
<td></td>
</tr>
<tr>
<td>• SIN 54151</td>
<td></td>
</tr>
<tr>
<td>Corporate Overview – About Prime Source Technologies, LLC</td>
<td>38</td>
</tr>
</tbody>
</table>
CUSTOMER INFORMATION

1a. Awarded Special Item Number(s) (SINs):
   SIN 541611: Management and Financial Consulting, Acquisition and Grants Management Support, and Business Program and Project Management Services
   SIN 511210: Software Licenses
   SIN 54151: Software Maintenance Services
   SIN 54151S: Information Technology Professional Services
   SIN ANCILLARY: Ancillary Supplies and Services
   SIN OLM: Order-Level Materials

1b. Identification of Lowest Unit Price for Each SIN: See pages 12, 33, and 35

1c. Labor Category Descriptions: See pages 6 and 13

2. Maximum Order:
   SINs 541611 - $1,000,000.00
   SINs 511210, 54151, 54151S - $500,000
   SIN ANCILLARY - $150,000

3. Minimum Order: $100.00

4. Geographic Coverage: Domestic Delivery

5. Point(s) of Production: Washington, DC

6. Statement on Net Price: Prices listed herein are net.

7. Quantity Discounts:
   For SINs 541611 - 1% discount for orders above $1,000,000.
   For SINs 511210, 54151, 54151S, and ANCILLARY - None

8. Prompt Payment Terms: 1% - 10 days, Net 30 days.
   Information for Ordering Offices: Prompt payment terms cannot be negotiated out of the contractual agreement in exchange for other concessions.
9. **Foreign Items:** N/A

10a. **Time of Delivery:** To be negotiated per each delivery order between contracting agency and contractor.

10b. ** Expedited Delivery:** To be negotiated per each delivery order between contracting agency and contractor. Items available for expedited delivery are noted in this price list.

10c. **Overnight and 2-day Delivery:** N/A

10d. **Urgent Requirements:** N/A

11. **F.O.B. Point(s):** Destination

12a. **Ordering Address(s):**

   Prime Source Technologies, LLC  
   1825 K Street N.W., suite 670  
   Washington, DC 20006  
   Phone: 202-628-3339  
   Facsimile: 888-648-8648  
   Website: [http://www.primesource.com/](http://www.primesource.com/)  
   Point of Contact: Peng Yap  
   Email: pyap@primesource.com

12b. **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.

13. **Payment Address(s):**

   Prime Source Technologies, LLC  
   1825 K Street N.W., suite 670  
   Washington, DC 20006  
   Phone: 202-628-3339  
   Facsimile: 888-648-8648  
   Website: [http://www.primesource.com/](http://www.primesource.com/)  
   Point of Contact: Peng Yap  
   Email: pyap@primesource.com
14. Warranty Provision: N/A
15. Export Packing Charges: N/A
16. Terms and conditions of rental, maintenance, and repair: N/A
17. Terms and conditions of installation: N/A
18a. Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices: N/A
18b. Terms and conditions for any other services: N/A
19. List of service and distribution points: N/A
20. List of participating dealers: N/A
21. Preventive Maintenance: N/A
22a. Special attributes such as Environmental Attributes: N/A
22b. Section 508 Compliance: N/A for the SINS offered.
23. Data Universal Number System (DUNS): 09-6463000
24. Notification regarding registration in System for Award Management (SAM) database. Prime Source Technologies, LLC is registered in SAM.

LABOR CATEGORY DESCRIPTIONS
Project Manager

Minimum/General Experience:
Eight (8) years of experience, or equivalent combination of education and experience, providing management and direction to programs and program/project personnel. Must be knowledgeable of the principles of exercising independent judgment, as well as have a high level of analytical skill in solving complex and unusual managerial and administrative issues. Provides overall direction of program activities.

Functional Responsibility:
Under limited guidance oversees program development, contracts, funds, and resources. Operates within client guidance, contractual limitations, and company business and policy directives. Supervisory responsibilities include hiring, firing, and performance management.

Minimum Education:
Bachelor’s Degree, or a combination of equivalent training/practical experience.

Principal Management Consultant

Minimum/General Experience:
Twelve (12) years of experience, or equivalent combination of education and experience, providing expert advice, assistance, guidance, and counseling in support of agencies’ management, organizational, and business improvement efforts. This may also include studies, analyses, and reports documenting any proposed developmental, consultative, or implementation efforts.

Functional Responsibility:
Sets up consultations that include strategic, business, and action planning, measuring performance and results, policy and planning assistance, making best use of resources, and managing change. Operates within client guidance, contractual limitations, and company business and policy directives.

Minimum Education:
Masters Degree, or a combination of a Bachelors Degree and/or equivalent training/practical experience.

Mid Level Consultant
Minimum/General Experience:
Eight (8) years of experience, or equivalent combination of education and experience, providing expert advice, assistance, guidance, and counseling in support of agencies’ management, organizational, and business improvement efforts. This may also include studies, analyses, and reports documenting any proposed developmental, consultative, or implementation efforts.

Functional Responsibility:
Under limited supervision sets up consultations that include strategic, business, and action planning, measuring performance and results, policy and planning assistance, making best use of resources, and managing change. Operates within client guidance, contractual limitations, and company business and policy directives.

Minimum Education:
Bachelor’s Degree or a combination of equivalent training/practical experience.

Senior Analyst

Minimum/General Experience:
Six (6) years of experience, or equivalent combination of education and experience in formulating and defining business processes to include systems analysis and objectives through research and fact-finding combined with a basic understanding of business transformation processes and industry requirements. Includes analysis of business and user needs; organizational resources; products and services; operational and management processes. May also produce and document requirements and or findings.

Functional Responsibility:
Under limited supervision performs analyst functions including data collection, interviewing, data modeling, project testing, and creation of performance measurements to support project objectives and identify area for productivity improvements to meet specific agency needs related to management, organization, and business improvement services, such as, but not limited to customer service and team building, business process reengineering, strategic planning, process improvement, and change management. Operates within client guidance, contractual limitations, and company business and policy directives.

Minimum Education:
Bachelor’s Degree or a combination of equivalent training/practical experience.
Junior Analyst

**Minimum/General Experience:**
Four (4) years of experience, or equivalent combination of education and experience in formulating and defining business processes to include systems analysis and objectives through research and fact-finding combined with a basic understanding of business transformation processes and industry requirements. Includes analysis of business and user needs; organizational resources; products and services; operational and management processes. May also produce and document requirements and or findings.

**Functional Responsibility:**
Under limited supervision performs analyst functions including data collection, interviewing, data modeling, project testing, and creation of performance measurements to support project objectives and identify area for productivity improvements to meet specific agency needs related to management, organization, and business improvement services, such as, but not limited to customer service and team building, business process reengineering, strategic planning, process improvement, and change management. Operates within client guidance, contractual limitations, and company business and policy directives.

**Minimum Education:**
Bachelor’s Degree or a combination of equivalent training/practical experience.

Senior Technical Consultant

**Minimum/General Experience:**
Ten (10) years of experience, or equivalent combination of education and experience, providing technical solutions and direction to activities of programs and organizations. Must be knowledgeable of the principles of exercising independent judgment, as well as have a high level of analytical skill in solving complex and unusual technical issues.

**Functional Responsibility:**
Considered an expert in one or more disciplines or systems. An emerging technical authority that applies extensive expertise as a specialist with a working knowledge of other related disciplines. Performs technical projects that may involve direction of other technical personnel. Develops solutions to complex problems that require the regular use of ingenuity and creativity. Work is performed with limited direction.

**Minimum Education:**
Masters Degree, or a combination of a Bachelors Degree and/or equivalent training/practical experience.

**Principal Specialist**

**Minimum/General Experience:**
Five (5) years of experience, or equivalent combination of education and experience, providing reports, studies, memos, and presentation materials.

**Functional Responsibility:**
Provides high-level document support to managers and staff. May lead one or more specialists to provide complete document support to a very large department or field location. Coordinates complex and important projects and logistical details to ensure smooth operation of the unit. Advises managers and staff on proper procedures and policies. Responsible for preparing weekly and monthly reports involving research and data collection. Is delegated numerous complex and often confidential responsibilities. Drafts correspondence and prepares presentations. Works under limited supervision on complex tasks within established procedures. Work impacts contract performance.

**Minimum Education:**
Bachelor’s Degree, or a combination of equivalent training/practical experience.

**Senior Specialist**

**Minimum/General Experience:**
Three (3) years of experience, or equivalent combination of education and experience, providing reports, studies, memos, and presentation materials.

**Functional Responsibility:**
Provides document support to managers and staff. Provides complete document support to a very large department or field location. Coordinates complex and important projects and logistical details to ensure smooth operation of the unit. Advises managers and staff on proper procedures and policies. Responsible for preparing weekly and monthly reports involving research and data collection. Is delegated numerous complex and often confidential responsibilities. Drafts correspondence and prepares presentations. Works under limited supervision on complex tasks within established procedures. Work impacts contract performance.

**Minimum Education:**
Bachelor’s Degree, or a combination of equivalent training/practical experience.
Mid-Level Specialist

Minimum/General Experience:
Two (2) years of experience, or equivalent combination of education and experience, providing reports, studies, memos, and presentation materials.

Functional Responsibility:
Under limited supervision provides document 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 supervision on routine tasks with established procedures. Impact of work is limited to the task being performed.

Minimum Education:
High School graduate.

Junior Specialist

Minimum/General Experience:
(One) 1 year of experience, or equivalent combination of education and experience, providing reports, studies, memos, and presentation materials.

Functional Responsibility:
Under close supervision provides document 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. Impact of work is limited to the task being performed.

Minimum Education:
High School graduate.

Note: Educational degrees are held in many disciplines. A candidate’s relevant experience may be substituted for an educational degree where the candidates’ qualifications clearly demonstrate that value. For example, we view six (6) years of relevant experience as equivalent to a Bachelor’s Degree. Please see the following matrix for more info.
# PST Educational Equivalence Matrix for Consulting SINs SIN 541611 Only

<table>
<thead>
<tr>
<th></th>
<th>BS</th>
<th>MS</th>
<th>PhD</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Years Relevant Experience</strong></td>
<td>6 Years</td>
<td>10 Years</td>
<td>14 Years</td>
</tr>
<tr>
<td><strong>Bachelor's and Years of Relevant Experience</strong></td>
<td>Equivalent</td>
<td>BS + 4 Years</td>
<td>BS + 8 Years</td>
</tr>
<tr>
<td><strong>Master's and Years of Relevant Experience</strong></td>
<td>N/A</td>
<td>Equivalent</td>
<td>MS + 4 Years</td>
</tr>
<tr>
<td>PhD and Years of Relevant Experience</td>
<td>N/A</td>
<td>N/A</td>
<td>Equivalent</td>
</tr>
</tbody>
</table>

11
LABOR RATES for
SINs 541611

<table>
<thead>
<tr>
<th>Professional Category</th>
<th>Hourly Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>Project Manager</td>
<td>$112.50</td>
</tr>
<tr>
<td>Principal Management Consultant</td>
<td>$167.42</td>
</tr>
<tr>
<td>Mid-Level Consultant</td>
<td>$83.87</td>
</tr>
<tr>
<td>Senior Analyst</td>
<td>$77.89</td>
</tr>
<tr>
<td>Junior Analyst</td>
<td>$59.55</td>
</tr>
<tr>
<td>Senior Technical Consultant</td>
<td>$217.71</td>
</tr>
<tr>
<td>Principal Specialist</td>
<td>$71.46</td>
</tr>
<tr>
<td>Senior Specialist</td>
<td>$67.31</td>
</tr>
<tr>
<td>Mid-Level Specialist**</td>
<td>$51.28</td>
</tr>
<tr>
<td>Junior Specialist**</td>
<td>$46.36</td>
</tr>
</tbody>
</table>

** SCLS Matrix

<table>
<thead>
<tr>
<th>SCLS Eligible Contract Labor Category</th>
<th>SCLS Equivalent Code - Title</th>
<th>WD Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mid Level Specialist</td>
<td>01113 General Clerk III</td>
<td>2015-4281</td>
</tr>
<tr>
<td>Junior Level Specialist</td>
<td>01111 General Clerk I</td>
<td>2015-4281</td>
</tr>
</tbody>
</table>

**Service Contract Labor Standards:** The Service Contract Labor Standards, formerly the Service Contract Act (SCA), apply to this contract and it includes SCLS applicable labor categories. Labor categories and fixed price services marked with a (**) in this pricelist are based on the U.S. Department of Labor Wage Determination Number(s) identified in the SCLS/SCA matrix. The prices awarded are in line with the geographic scope of the contract (i.e., nationwide).
LABOR CATEGORY DESCRIPTIONS
SIN 54151S

Commercial Job Title: Program Manager

Minimum/General Experience: Ten (10) years of technical experience in all phases of program management for complex computer systems and/or computer facilities operation. Requires knowledge of available hardware, related system software, system integration techniques, network management, and project management practices. Demonstrates ability to work independently based on the strategic plan or under general direction. Must be able to effectively employ contemporary project management tools.

Functional Responsibility: The Program Manager provides business, technical and personnel management to subordinate groups of technical and administrative personnel across multiple disciplines such as engineering, application program and systems development. The Program Manager is responsible for the overall, day-to-day management of a specific task order or group of task orders affecting the same or related/interdependent systems. The Program Manager conceives, plans, and executes a wide variety of projects requiring exploration of subject areas, definition of problems, and development of cost-effective approaches for resolution. The Program Manager schedules and assigns work to subordinates and subcontractors and monitors progress and resolves discrepancies to ensure compliance with work/quality standards and contract/task order requirements. The Program Manager ensures that the technical solutions and schedules in the task order(s) are implemented within estimated timeframes and budget constraints. The Program Manager reports orally and in writing to contractor management and government representatives. The Program Manager may serve as the Contractor's authorized interface with the Government Contracting Officer, the Contracting Officer's Representative/Technical Representative (COR/COTR), government management personnel, and agency representatives and is authorized to negotiate and make decisions binding on the Contractor.

Minimum Education: Bachelor's degree in Computer Science, Information Systems, Engineering, Math, Business or other related scientific or technical discipline.

Commercial Job Title: Senior Project Manager

Minimum/General Experience: Six (6) years of technical experience managing system integration, design, development, testing, implementation, integration, operations and/or
program management of complex computer systems and/or computer facilities operation. Requires competence in all phases of program management for complex computer systems. Requires knowledge of available hardware, related system software, system integration techniques, network management, and project management practices. Demonstrates ability to work independently based on the strategic plan or under general direction. Must be able to effectively employ contemporary project management tools.

**Functional Responsibility:** The Senior Project Manager provides business, technical and personnel management to subordinate groups of technical and administrative personnel across multiple disciplines such as engineering, application program and systems development. The Senior Project Manager is responsible for the overall, day-to-day management of a specific task order or group of task orders affecting the same or related/interdependent systems. The Senior Project Manager schedules and assigns work to subordinates and subcontractors and monitors progress and resolves discrepancies to ensure compliance with work/quality standards and contract/task order requirements. The Senior Project Manager ensures that the technical solutions and schedules in the task order(s) are implemented within estimated timeframes and budget constraints. The Senior Project Manager reports orally and in writing to the Program Manager, contractor management, and government representatives. In the absence of the Program Manager, the Senior Project Manager may serve as the Contractor's authorized interface with the Government Contracting Officer, the Contracting Officer's Representative/Technical Representative (COR/COTR), government management personnel, and agency representatives and is authorized to negotiate and make decisions binding on the Contractor.

**Minimum Education:** Bachelor's degree in Computer Science, Information Systems, Engineering, Math, Business or other related scientific or technical discipline.

**Commercial Job Title:** Project Manager

Minimum/General Experience: Four (4) years of technical experience of increasing responsibilities in task and project management of Information Technology projects. Requires knowledge of available hardware, related system software, system integration techniques, network management, and project management practices. Demonstrates ability to work independently based on the strategic plan or under general direction. Must be able to effectively employ contemporary project management tools.

**Functional Responsibility:** The Project Manager develops project goals, strategies, and work plans, develops and approves project estimates, and commits customer resources to ensure accomplishment of project objectives. The Project Manager leads project teams of multi-disciplinary skills or with skills focused in a specific technical area and provides
direction across broad areas of responsibility. The Project Manager schedules and assigns work to subordinates and subcontractors and monitors progress and resolves discrepancies to ensure compliance with work/quality standards and contract/task order requirements. The Project Manager operates with wide latitude for un-reviewed actions or decisions, is assigned to complex tasks involving multiple disciplines, tasks involving competing or changing priorities and resource demands, or tasks that are highly sensitive to the customer. The Project Manager ensures that the technical solutions and schedules in the task order(s) are implemented within estimated timeframes and budget constraints. The Project Manager reports orally and in writing to the Program Manager, Senior Project Manager contractor management, and government representatives. In the absence of the Program Manager or Senior Project Manager, the Project Manager may serve as the Contractor's authorized interface with the Government Contracting Officer, the Contracting Officer's Representative/Technical Representative (COR/COTR), government management personnel, and agency representatives and may be authorized to negotiate and make decisions binding on the Contractor.

**Minimum Education:** Bachelor's degree in Computer Science, Information Systems, Engineering, Math, Business or other related scientific or technical discipline.

**Commercial Job Title:** Task Manager

**Minimum/General Experience:** Two (2) years of technical experience in task management of Information Technology projects. Requires knowledge of available hardware, related system software, system integration techniques, network management, and project management practices. Demonstrates ability to work independently or under general direction. Must be able to effectively employ contemporary project management tools.

**Functional Responsibility:** The Task Manager serves as the technical lead and first-line supervisor for a team of professionals or specialists for accomplishment of a specific task, group of tasks, or small project. The Task Manager schedules and assigns work to subordinates, ensures assigned personnel fully understand their functions, monitors progress and resolves discrepancies to ensure compliance with work/quality standards and contract/task order requirements, and prepares or provides input to management reports. The Task Manager normally reports orally and in writing to a Project Manager contractor management, and government representatives. In the absence of the Project Manager, the Task Manager may serve as the Contractor's authorized interface the Contracting Officer's Representative/Technical Representative (COR/COTR), government management personnel, and agency representatives.
Minimum Education: Bachelor's degree in Computer Science, Information Systems, Engineering, Math, Business or other related scientific or technical discipline.

Commercial Job Title: Senior Network Engineer

Minimum/General Experience: Six (6) years of technical experience of increasing responsibilities in multiple aspects of telecommunications network architecture for private and commercially available applications. Possess subject matter expertise in network integration, network interoperability, network implementation, or network protocols. Demonstrates ability to work independently based on the strategic plan or under general direction. Must be able to effectively employ contemporary project management tools.

Functional Responsibility: The Senior Network Engineer serves as the senior technical expert on complex and challenging information technology projects. The Senior Network Engineer performs engineering and/or analytical tasks and activities associated with network design, engineering, implementation, operations, and user support. The Senior Network Engineer translates system functional requirements into purposeful component level simulations in support of development lab activities, organizes objectives and approaches of systems design, development, integration and test approach within project teams, and participates in the system requirements analysis, design, development, integration, and test activities. The Senior Network Engineer may be assigned as team leader on complex tasks that require significant interaction of various technical disciplines or may work alone or as part of a team, with responsibility for analysis of problems requiring high levels of technical and engineering expertise. The Senior Network Engineer ensures that the network complies with prescribed industry, customer, or agency standards. The Senior Network Engineer evaluates problems of work-flow, organization, and planning, and develops appropriate corrective actions and prepares and performs presentations at technical interchange meetings and project design reviews. The Senior Network Engineer reports orally and in writing to the Program Manager, Project Manager, contractor management, and government representatives. In the absence of the Program Manager or Project Manager, the Senior Network Engineer may serve as the Contractor's authorized interface with the Contracting Officer's Representative/Technical Representative (COR/COTR), government management personnel, and agency representatives.

Minimum Education: Bachelor's degree in Computer Science, Information Systems, Engineering, Math, Business or other related scientific or technical discipline.

Commercial Job Title: Network Engineer
**Minimum/General Experience:** Three (3) years of technical experience in multiple aspects of telecommunications network architecture for private and commercially available applications. Possess subject matter expertise in network integration, network interoperability, network implementation, or network protocols. Demonstrates ability to work independently or under general direction.

**Functional Responsibility:** The Network Engineer performs engineering and/or analytical tasks and activities associated with network design, engineering, implementation, operations, and user support. The Network Engineer translates system functional requirements into purposeful component level simulations in support of development lab activities, organizes objectives and approaches of systems design, development, integration and test approach within project teams, and participates in the system requirements analysis, design, development, integration, and test activities. The Network Engineer may work alone or as part of a team, with responsibility for analysis of problems requiring technical and engineering expertise. The Network Engineer ensures that the network complies with prescribed industry, customer, or agency standards. The Network Engineer evaluates problems of work-flow, organization, and planning, and develops appropriate corrective actions and prepares and performs presentations at technical interchange meetings and project design reviews. The Network Engineer reports orally and in writing to the Program Manager, Project Manager, Task Manager, contractor management, and government representatives.

**Minimum Education:** Bachelor's degree in Computer Science, Information Systems, Engineering, Math, Business or other related scientific or technical discipline.

**Commercial Job Title:** Junior Network Engineer

**Minimum/General Experience:** One (1) year of technical experience in multiple aspects of telecommunications network architecture for private and commercially available applications. Possess expertise in network integration, network interoperability, network implementation, or network protocols. Demonstrates ability to work independently or under general direction.

**Functional Responsibility:** The Junior Network Engineer performs engineering and/or analytical tasks and activities associated with network design, engineering, implementation, operations, and user support. The Junior Network Engineer organizes objectives and approaches of systems design, development, integration and test approach within project teams, and participates in the system requirements analysis, design, development, integration, and test activities. The Junior Network Engineer serves as a team member with responsibility for analysis of problems requiring technical and
engineering expertise. The Junior Network Engineer ensures that the network complies with prescribed industry, customer, or agency standards. The Junior Network Engineer prepares and performs presentations at technical interchange meetings and project design reviews. The Junior Network Engineer reports orally and in writing to the Program Manager, Project Manager, Task Manager, and government representatives.

**Minimum Education:** Bachelor's degree in Computer Science, Information Systems, Engineering, Math, Business or other related scientific or technical discipline.

**Commercial Job Title:** Principal Software Engineer

**Minimum/General Experience:** Ten (10) years of technical and strategic experience of increasing responsibility providing software engineering, planning, design, analysis, and developing complex software models and applications across multiple hardware and software platforms. Demonstrates ability to work independently based on the strategic plan or under general direction. Must be able to effectively employ contemporary project management tools and serves as team consultant.

**Functional Responsibility:** The Senior Software Engineer serves as the principal technical expert on complex and challenging information technology projects. The Principal Software Engineer may be assigned as team leader on tasks of various technical disciplines or may work alone or as part of a team of Software Engineers, with responsibility for design and development of computer software applications and/or database systems, evaluation of computer hardware and software, planning for communications and information requirements, system test, and system security. The Principal Software Engineer provides consulting during early planning and conceptual stages of large, complex projects. The Principal Software Engineer may participate in any phase of major projects from problem definition through problem resolution, and from feasibility analysis through project implementation. The Principal Software Engineer frequently supports several tasks concurrently and evaluates problems of work-flow, organization, and planning, and develops appropriate corrective actions and prepares and performs presentations at technical interchange meetings and project design reviews. The Principal Engineer reports orally and in writing to the Program Manager, Project Manager, contractor management, and government representatives. In the absence of the Program Manager or Project Manager, the Principal Software Engineer may serve as the Contractor's authorized interface with the Contracting Officer's Representative/Technical Representative (COR/COTR), government management personnel, and agency representatives.

**Minimum Education:** Masters or Bachelor's degree in Computer Science, Information Systems, Engineering, Math, Business or other related scientific or technical discipline.
Commercial Job Title: Senior Software Engineer

**Minimum/General Experience:** Six (6) years of technical experience of increasing responsibility providing software engineering, analysis, and developing complex software models and applications across multiple hardware and software platforms. Demonstrates ability to work independently based on the strategic plan or under general direction. Must be able to effectively employ contemporary project management tools.

**Functional Responsibility:** The Senior Software Engineer serves as the senior technical expert on complex and challenging information technology projects. The Senior Software Engineer may be assigned as team leader on tasks of various technical disciplines or may work alone or as part of a team of Software Engineers, with responsibility for design and development of computer software applications and/or database systems, evaluation of computer hardware and software, planning for communications and information requirements, system test, and system security. The Senior Software Engineer provides leadership during early planning and conceptual stages of large, complex projects. The Senior Software Engineer may participate in any phase of major projects from problem definition through problem resolution, and from feasibility analysis through project implementation. The Senior Software Engineer frequently supports several tasks concurrently and evaluates problems of work-flow, organization, and planning, and develops appropriate corrective actions and prepares and performs presentations at technical interchange meetings and project design reviews. The Senior Engineer reports orally and in writing to the Program Manager, Project Manager, contractor management, and government representatives. In the absence of the Program Manager or Project Manager, the Senior Software Engineer may serve as the Contractor's authorized interface with the Contracting Officer's Representative/Technical Representative (COR/COTR), government management personnel, and agency representatives.

**Minimum Education:** Bachelor's degree in Computer Science, Information Systems, Engineering, Math, Business or other related scientific or technical discipline.

Commercial Job Title: Software Engineer

**Minimum/General Experience:** Three (3) years of technical experience providing software development, database system development, software programming and applications management across multiple software platforms. Demonstrates ability to work independently based on the strategic plan, or under general direction.
**Functional Responsibility:** The Software Engineer designs and develops computer software applications and/or database systems, participates in large systems and subsystem planning, ensures adherence to product build schedules, release schedules, and project strategies, oversees testing and debugging components and modules, leads the development of technical documentation and often leads interdisciplinary teams with responsibility for project performance. The Software Engineer may evaluate problems of workflow, organization, and planning, develop appropriate corrective actions and prepares and performs presentations at technical interchange meetings and project design reviews. The Software Engineer reports orally and in writing to the Program Manager, Project Manager, contractor management, and government representatives.

**Minimum Education:** Bachelor's degree in Computer Science, Information Systems, Engineering, Math, Business or other related scientific or technical discipline.

**Commercial Job Title:** Junior Software Engineer

**Minimum/General Experience:** One (1) year of technical experience in software development across multiple software or hardware platforms. Demonstrates ability to work independently or under general direction.

**Functional Responsibility:** The Junior Software Engineer serves as a team member for designing and developing computer software applications and/or database systems, tests and debugging components and modules, participates in system and subsystem planning, adheres to product build schedules, release schedules, and project strategies, and develops technical documentation. The Junior Software Engineer reports orally and in writing to the Program Manager, Project Manager, Task Manager, contractor management, and government representatives.

**Minimum Education:** Bachelor's degree in Computer Science, Information Systems, Engineering, Math, Business or other related scientific or technical discipline.

**Commercial Job Title:** Senior Database Administrator

**Minimum/General Experience:** Six (6) years of increasing responsibility in database engineering/analyzing, database development, management, and database programming. Demonstrates knowledgeable of current database management concepts, optimizing techniques, relational models, and structured query languages. Demonstrates ability to work independently based on the strategic plan or under general direction. Must be able to effectively employ contemporary project management tools.
**Functional Responsibility:** The Senior Database Administrator serves as the senior technical expert on complex and challenging database projects. The Senior Database Administrator may be assigned as team leader on tasks of various technical disciplines or may work alone or as part of a team of Database Administrators. The Senior Database Administrator is responsible for the design, implementation, operation, and maintenance of database programs and applications, evaluates and recommends available database management system products after matching requirements with system capabilities, determines file organization, indexing methods and security procedures for specific applications, controls the design and use of databases, controls the global view of databases, controls the access to the databases, assures the safekeeping of the databases (from accidental or intentional damage or loss), and monitors the use of databases. The Senior Database Administrator provides leadership during early planning and conceptual stages of large, complex projects. The Senior Database Administrator may participate in any phase of major projects from problem definition through problem resolution, and from feasibility analysis through project implementation. The Senior Database Administrator frequently supports several tasks concurrently and evaluates problems of workflow, organization, and planning, and develops appropriate corrective actions and prepares and performs presentations at technical interchange meetings and project design reviews. The Senior Database Administrator reports orally and in writing to the Program Manager, Project Manager, contractor management, and government representatives. In the absence of the Program Manager or Project Manager, the Senior Database Administrator may serve as the Contractor's authorized interface with the Contracting Officer's Representative/Technical Representative (COR/COTR), government management personnel, and agency representatives.

**Minimum Education:** Bachelor's degree in Computer Science, Information Systems, Engineering, Math, Business or other related scientific or technical discipline.

**Commercial Job Title:** Database Administrator

**Minimum/General Experience:** Three (3) years of technical experience in database system development, database integration, and database management across multiple database platforms. Knowledgeable of current database management concepts, optimizing techniques, relational models, and structured query languages. Demonstrates ability to work independently based on the strategic plan or under general direction.

**Functional Responsibility:** The Database Administrator provides database management, integration of database applications, designs and develops database systems, participates in large systems and subsystem planning, ensures adherence to product build schedules, release schedules, and project strategies, oversees testing and debugging components and
modules, leads the development of technical documentation and often leads interdisciplinary teams with responsibility for project performance. The Database Administrator solves problems of workflow, organization, and planning, develops appropriate corrective actions and prepares and performs presentations at technical interchange meetings and project design reviews. The Database Administrator reports orally and in writing to the Program Manager, Project Manager, Task Manager, contractor management, and government representatives.

**Minimum Education:** Bachelor's degree in Computer Science, Information Systems, Engineering, Math, Business or other related scientific or technical discipline.

**Commercial Job Title:** Junior Database Administrator

**Minimum/General Experience:** One (1) year experience in the development or administration of medium- to small- scale database systems with the ability to design software solutions to satisfy design objectives and knowledgeable of current database management concepts, optimizing techniques, relational models, and structured query languages. Demonstrates ability to work independently or under general direction.

**Functional Responsibility:** The Junior Database Administrator serves as a team member for designing and developing database systems, tests and debugs components and modules, participates in system and subsystem planning, adheres to product build schedules, release schedules, and project strategies, and develops technical documentation. The Junior Database Administrator reports orally and in writing to the Program Manager, Project Manager, Task Manager, contractor management, and government representatives.

**Minimum Education:** Bachelor's degree in Computer Science, Information Systems, Engineering, Math, Business or other related scientific or technical discipline.

**Commercial Job Title:** Senior Quality Assurance Analyst

**Minimum/General Experience:** Three (3) years of increasing responsibility providing technical and administrative direction for a team of Software Engineers in applying quality control/quality assurance management procedures, including implementing a program of reporting, tracking and analyzing key metrics, reviewing work products, adherence to the design concept and user standards, monitoring quality procedures and participating in software reviews and testing, and reviewing program documentation to ensure compliance with government standards/requirements. Demonstrates ability to
work independently based on the strategic plan or under general direction. Must be able to effectively employ contemporary project management tools.

**Functional Responsibility:** The Senior Quality Assurance Analyst serves as the senior technical expert on quality control/quality assurance for complex and challenging IT projects. The Senior Quality Assurance Analyst may be assigned as team leader on tasks of various technical disciplines or may work alone or as part of a team of Database Administrators, Software Engineers, and Quality Assurance Specialists. The Senior Quality Assurance Analyst is responsible for independently developing and implementing a complex program of reporting, tracking, and analyzing key performance-based system metrics, monitoring quality procedures, evaluating system quality and efficiency, and evaluate, recommend, and use software engineering processes and methodologies. The Senior Quality Assurance Analyst interprets and applies Government regulations, manuals, and standards relating to quality assurance, determines resources required for quality control, develops and presents software and system quality assurance plans, and maintains the level of quality throughout the software and system life cycle. The Senior Quality Assurance Analyst frequently supports several tasks concurrently and evaluates problems of workflow, organization, and planning, and develops appropriate corrective actions and prepares and performs presentations at technical interchange meetings and project design reviews. The Senior Quality Assurance Analyst reports orally and in writing to the Program Manager, Project Manager, contractor management, and government representatives.

**Minimum Education:** Bachelor's degree in Computer Science, Information Systems, Engineering, Math, Business or other related scientific or technical discipline.

**Commercial Job Title:** Quality Assurance Tester

**Minimum/General Experience:** One (1) year of technical experience applying software test and quality control/quality assurance management procedures, tracking and analyzing key metrics, monitoring quality procedures and participating in software reviews and testing. Demonstrates ability to work independently or under general direction.

**Functional Responsibility:** The Quality Assurance Tester serves as a team member providing software testing and quality control/quality assurance procedures and processes for software development projects. The Quality Assurance Tester evaluates, recommends, and implements automated test tools and strategies, develops, maintains, and upgrades automated test scripts and architectures for application products, writes, implements, and reports status for system test cases for testing, and analyzes test cases and provides regular progress reports. The Quality Assurance Tester reports orally and in writing to the
Program Manager, Project Manager, contractor management, and government representatives.

**Minimum Education:** Bachelor's degree in Computer Science, Information Systems, Engineering, Math, Business or other related scientific or technical discipline.

**Commercial Job Title:** Senior Business/System Analyst

**Minimum/General Experience:** Six (6) years of increasing responsibility in systems design, engineering and business systems analysis. Knowledgeable in defining systems scope and objectives based on both user needs and a good understanding of applicable business systems and industry requirements. Demonstrates ability to work independently based on the strategic plan or under general direction. Must be able to effectively employ contemporary project management tools.

**Functional Responsibility:** The Senior Business/System Analyst serves as the senior technical expert on complex and challenging IT system projects. The Senior Business/System Analyst may be assigned as team leader on tasks of various technical disciplines or may work alone or as part of a team of Business/System Analysts. The Senior Business/System Analyst provides technical expertise or specialty engineering for the entire system-engineering life cycle. The Senior Business/System Analyst performs analysis of business and user needs, documentation of requirements, and provides a translation into proper system requirement specifications. The Senior Business/System Analyst evaluates and recommends appropriate applications and methodologies that can be acquired to provide interoperable, portable, and scaleable information technology solutions to include an analysis and validation of reusable software/hardware components for integration into interoperable information management designs, devises or modifies procedures to solve complex problems considering computer equipment capacity and limitations, operating time, and form of desired results, and applies accepted industry standards analysis, specification, development, integration and acquisition of system for information technology management. The Senior Business/System Analyst reports orally and in writing to the Program Manager, Project Manager, contractor management, and government representatives. In the absence of the Program Manager or Project Manager, the Senior Business/System Analyst may serve as the Contractor's authorized interface with the Contracting Officer's Representative/Technical Representative (COR/COTR), government management personnel, and agency representatives.

**Minimum Education:** Bachelor's degree in Computer Science, Information Systems, Engineering, Math, Business or other related scientific or technical discipline.
Commercial Job Title: Business/System Analyst

Minimum/General Experience: Three (3) years of technical experience in systems design, engineering and business systems analysis. Demonstrates ability to work independently based on the strategic plan or under general direction.

Functional Responsibility: The Business/System Analyst performs analysis of business and user needs, documentation of requirements, and provides a translation into proper system requirement specifications. The Business/System Analyst evaluates and recommends appropriate applications and methodologies that can be acquired to provide interoperable, portable, and scaleable information technology solutions to include an analysis and validation of reusable software/hardware components for integration into interoperable information management designs, and applies accepted industry standards analysis, specification, development, integration and acquisition of system for information technology management. The Business/System Analyst reports orally and in writing to the Program Manager, Project Manager, contractor management, and government representatives.

Minimum Education: Bachelor's degree in Computer Science, Information Systems, Engineering, Math, Business or other related scientific or technical discipline.

Commercial Job Title: Junior Business/System Analyst

Minimum/General Experience: One (1) year of technical experience in systems design, engineering and business systems analysis. Demonstrates ability to work independently based or under general direction.

Functional Responsibility: The Junior Business/System Analyst works as a team member to perform analysis of business and user needs, document requirements, and assist in preparing system requirement specifications. The Junior Business/System Analyst researches appropriate applications and methodologies that can be acquired to provide interoperable, portable, and scaleable information technology solutions to include reusable software/hardware components that may be integrated into interoperable information management designs, and applies accepted industry standards analysis, specification, development, integration and acquisition of system for information technology management. The Junior Business/System Analyst reports orally and in writing to the Program Manager, Project Manager, and government representatives.

Minimum Education: Bachelor's degree in Computer Science, Information Systems, Engineering, Math, Business or other related scientific or technical discipline.
Commercial Job Title:   Telecommunication Specialist

Minimum/General Experience: One (1) year technical experience with telecommunications in network systems installation and system maintenance. Demonstrates ability to work independently based or under general direction.

Functional Responsibility: The Telecommunication Specialists serves as a team member to assist in providing installation and operational support of voice and data communications hardware and software systems and participates in design, development, implementation, test, debugging, and maintaining communications systems.

Minimum Education: Bachelor's degree in Computer Science, Information Systems, Engineering, Math, Business or other related scientific or technical discipline.

Commercial Job Title:   Senior Information Security Engineer

Minimum/General Experience: Six (6) years of increasing responsibility and specialized experience in defining computer security requirements for high level applications, evaluation of approved security product capabilities, and developing solutions to multilevel security problems. Demonstrates ability to work independently based on the strategic plan or under general direction. Must be able to effectively employ contemporary project management tools.

Functional Responsibility: The Senior Information Security Engineer serves as the senior technical expert on complex and challenging IT system projects. The Senior Information Security Engineer may be assigned as team leader on tasks of various technical disciplines or may work alone or as part of a team of Information Security Engineers. The Senior Information Security Engineer provides highly technical expertise in multilevel security. The Senior Information Security Engineer gathers and organizes technical information about an organization's mission goals and needs, existing security products, and ongoing programs in the multilevel security arena. The Senior Information Security Engineer designs, develops, engineers, and implements solutions to multilevel security requirements and is responsible for the implementation and development of multilevel security. The Senior Information Security Engineer reports orally and in writing to the Program Manager, Project Manager, contractor management, and government representatives. In the absence of the Program Manager or Project Manager, the Senior Information Security Engineer may serve as the Contractor's authorized interface with the Contracting Officer's Representative/Technical Representative (COR/COTR), government management personnel, and agency representatives.
Minimum Education: Bachelor's degree in Computer Science, Information Systems, Engineering, Math, Business or other related scientific or technical discipline.

Commercial Job Title: Information Security Engineer

Minimum/General Experience: Three (3) years of technical experience in defining computer security requirements for high level applications, evaluation of approved security product capabilities, and developing solutions to multilevel security problems. Demonstrates ability to work independently based on the strategic plan or under general direction.

Functional Responsibility: The Information Security Engineer provides technical expertise in multilevel security. The Information Security Engineer gathers and organizes technical information about an organization's mission goals and needs, existing security products, and ongoing programs in the multilevel security arena. The Information Security Engineer designs, develops, engineers, and implements solutions to multilevel security requirements and is responsible for the implementation and development of multilevel security. The Information Security Engineer reports orally and in writing to the Program Manager, Project Manager, contractor management, and government representatives.

Minimum Education: Bachelor's degree in Computer Science, Information Systems, Engineering, Math, Business or other related scientific or technical discipline.

Commercial Job Title: Technical Writer

Minimum/General Experience: Three (3) years of technical experience in collecting and organizing information required for preparation of user's manuals, training materials, installation guides, proposals, reports, and other systems/applications documentations. Demonstrates ability to work independently or under general direction.

Functional Responsibility: The Technical Writer develops, writes, and edits functional descriptions, system specifications, user's manuals, special reports, or any other deliverables and documents. The Technical Writer observes production, developmental, and experimental activities to determine operating procedure and detail, interviews production and engineering personnel, reads journals, reports, and other material to become familiar with product technologies and production methods, reviews manufacturer's and trade catalogs, drawings and other data relative to operation, maintenance, and service of equipment, and studies blueprints, sketches, drawings, parts lists, specifications, mockups, and product samples to integrate and delineate technology,
operating procedure, and production sequence and detail. The Technical Writer organizes material and completes writing assignment according to set standards regarding order, clarity, conciseness, style, and terminology and recommends revisions or changes in scope, format, content, and methods of reproduction and binding. The Technical Writer maintains records and files of work and revisions, selects photographs, drawings, sketches, diagrams, and charts to illustrate material, edits, standardizes, or changes material prepared by other writers or technical personnel. The Technical Writer reports orally and in writing to the Program Manager, Project Manager, contractor management, and government representatives.

**Minimum Education:** Bachelor's degree in Computer Science, Information Systems, Engineering, Math, Business, English or other related scientific or technical discipline.

**Commercial Job Title:** Technical Trainer

**Minimum/General Experience:** Three (3) years of technical training experience in developing, revising, and delivering training courses. Requires competence in preparing instructor materials and student materials. Requires competence in training personnel in formal classroom courses, workshops, and seminars. Demonstrates ability to work independently or under general direction.

**Functional Responsibility:** The Technical Trainer organizes, prepares, and conducts user training of information systems or processes to increase user competence and minimize user problems. The Technical Trainer designs and develops training programs, maintains records of training activities, trainee progress, and training effectiveness, develops, maintains, and enhances training curriculum, operates training facilities and equipment, and provides additional classes for special needs or additional support. The Technical Trainer may be responsible for reviewing or developing new documentation, quick reference guides, training manuals, lesson plans, and other training materials and may be responsible for preparing and conducting scheduled informational user meetings to provide input into the training process. The Technical Trainer reports orally and in writing to the Program Manager, Project Manager, contractor management, and government representatives.

**Minimum Education:** Bachelor's degree in Computer Science, Information Systems, Engineering, Math, Business or other related scientific or technical discipline.

**Commercial Job Title:** Senior Subject Matter Expert
Minimum/General Experience: Six (6) years of functional and technical implementation experience or required specialized training in specific subject matter. Requires competence in leading all phases of analysis, specification definition, and application development as it relates to the specific subject matter. Demonstrates ability to work independently or under general direction. Demonstrates ability to work independently based on the strategic plan or under general direction. Must be able to effectively employ contemporary project management tools.

Functional Responsibility: The Senior Subject Matter Expert provides lead subject matter expertise to support IT projects, guides analysis sessions to define system interfaces and user requirements, guides the design or modification of system specifications and applications, coordinates tasks of identifying and mapping conversion of data, troubleshoots problems, and assists and advises project team members. The Senior Subject Matter Expert may design training materials, conduct user training, and perform prototype demonstrations. The Senior Subject Matter Expert areas of expertise may be outside of the normal requirements for information technologies, but whose expertise may be required for the functions needed for a specific project.

Minimum Education: Bachelor’s degree in computer science, information systems, engineering, math, business or other related scientific or technical discipline.

Commercial Job Title: Subject Matter Expert

Minimum/General Experience: Four (4) years of functional and technical implementation experience or required specialized training in specific subject matter. Assists in analysis, specification definition, and application development as it relates to the specific subject matter. Demonstrates ability to work independently or under general direction. Demonstrates ability to supervise projects. Demonstrates ability to work independently or under general direction.

Functional Responsibility: The Subject Matter Expert provides subject matter expertise in support of IT projects, assists in analysis sessions to define system interfaces and user requirements, assists in designing or modifying system specifications and applications, coordinates tasks of identifying and mapping conversion of data, troubleshoots problems, and assists and advises project team members. The Subject Matter Expert may design training materials, conduct user training, and perform prototype demonstrations. The Subject Matter Expert areas of expertise may be outside of the normal requirements for information technologies, but whose expertise may be required for the functions needed for a specific project.
Minimum Education: Bachelor’s degree in computer science, information systems, engineering, math, business or other related scientific or technical discipline.

Commercial Job Title: IT Subject Matter Specialist

Minimum General Experience: Ten (10) years of experience, or equivalent combination of education and experience, providing technical solutions and direction to activities of programs and organizations. Must be knowledgeable of the principles of exercising independent judgment, as well as have a high level of analytical skill in solving complex and unusual technical issues.

Functional Responsibility: Provides extremely high-level subject matter proficiency for work described in the task. Provides advanced technical knowledge and analysis of highly specialized applications and operational environment, high-level functional systems analysis, design, integration, documentation, training, and implementation advice on complex problems that require doctorate level knowledge of the subject matter for effective implementation.

Minimum Education: Master’s Degree, or a combination of a Bachelor’s Degree and/or equivalent training/practical experience.

Commercial Job Title: Software Architect

Minimum/General Experience: Ten (10) years of experience, or equivalent combination of education and experience, providing technical solutions and direction to activities of programs and organizations. Must be knowledgeable of the principles of exercising independent judgment, as well as have a high level of analytical skill in solving complex and unusual technical issues.

Functional Responsibility: 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.

Minimum Education: Master’s Degree, or a combination of a Bachelor’s Degree and/or equivalent training/practical experience.
LABOR CATEGORY DESCRIPTION
SIN ANCILLARY

Commercial Job Title: Help Desk Manager

Minimum/General Experience: Four (4) years of technical experience of increasing responsibilities providing task management of help desk operations and providing supervision of and direction to help desk technicians. Requires competence in serving as the first point of contact for troubleshooting hardware/software problems. Demonstrates ability to work independently or under general direction.

Functional Responsibility: The Help Desk Manager serves as the technical lead and first-line supervisor for a team of Help Desk Technicians who are responsible for telephone, online, and in-person support to users in the areas of e-mail, directories, standard desktop applications, and customized applications network, and connectivity. The Help Desk Manager may work alone or as part of a team serving as the initial point of contact for troubleshooting problems for computer hardware, software, printers, network, and connectivity. The Help Desk Manager reviews help desk records to identify problem areas and may provide recommendations for hardware and software changes to solve observed problems. The Help Desk Manager reports orally and in writing to the Program Manager, Project Manager, Task Manager, and government representatives.

Minimum Education: High School Diploma.

Commercial Job Title: Help Desk Technician

Minimum/General Experience: Two (2) years of technical experience providing phone and in-person support to users in the areas of e-mail, directories, standard Windows desktop applications, and applications developed under contract. Requires competence in serving as the initial point of contact for troubleshooting hardware/software PC and printer problems. Demonstrates ability to work independently or under general direction.

Functional Responsibility: The Help Desk Technician may serve as the technical lead for a team of Help Desk Technicians who are responsible for telephone, online, and in-person support to users in the areas of e-mail, directories, standard desktop applications, customized applications, network, and connectivity. The Help Desk Technician may work alone or as part of a team serving as the initial point of contact for troubleshooting problems for computer hardware, software, printers, network, and connectivity and
maintains help desk records of all problem calls. The Help Desk Technician reports orally and in writing to the Program Manager, Project Manager, Task Manager, Help Desk Manager and may report to government representatives.

**Minimum Education:** High School Diploma.

**Commercial Job Title:** Junior Help Desk Technician

**Minimum/General Experience:** One (1) year of technical experience providing phone and in-person support to users in the areas of e-mail, directories, standard Windows desktop applications, and applications developed under contract. Requires competence in serving as the initial point of contact for troubleshooting hardware/software PC and printer problems. Demonstrates ability to work independently or under general direction.

Functional Responsibility: The Junior Help Desk Technician serves as a team member as the initial point of contact for troubleshooting problems for computer hardware, software, printers, network, and connectivity and maintains help desk records of all problem calls. The Help Desk Technician reports orally and in writing to the Program Manager, Project Manager, Task Manager, Help Desk Manager and may report to government representatives.

**Minimum Education:** High School Diploma.

**Commercial Job Title:** Administrative Support Specialist

**Minimum/General Experience:** One (1) year of experience in providing general office/secretarial support. Proficient using the Microsoft Office suite and strong written and verbal communication and organizational skills. Demonstrates ability to work independently or under general direction.

**Functional Responsibility:** The Administrative Support Specialist provides general office/secretarial project support such as creating and producing a variety of written materials such as forms, manuals, reports, and other documents; ordering standard office supplies; collating and assembling documents; photocopying/faxing correspondence and reports; attends meetings and takes/distributes minutes; and makes travel arrangements.

**Minimum Education:** High School Diploma.
### PST Educational Equivalence Matrix for IT SINs 54151S and ANCILLARY Only

<table>
<thead>
<tr>
<th>Degree Specified</th>
<th>Experience Substitution for Degree</th>
</tr>
</thead>
<tbody>
<tr>
<td>Associate’s degree</td>
<td>No degree and two years additional related experience</td>
</tr>
<tr>
<td>Bachelor’s degree</td>
<td>Associate’s degree and two years additional related experience</td>
</tr>
<tr>
<td>Master’s degree</td>
<td>Bachelor’s degree and one year additional related experience</td>
</tr>
<tr>
<td>Experience Specified</td>
<td>Education Substitution for Experience</td>
</tr>
<tr>
<td>For each year of experience</td>
<td>Equivalent of nine (9) months of study in an accredited degree program (Associates, Bachelors, Masters, or Doctorate)</td>
</tr>
</tbody>
</table>
## LABOR RATES - SIN 54151S

<table>
<thead>
<tr>
<th>Labor Category</th>
<th>On Site</th>
<th>Off Site</th>
</tr>
</thead>
<tbody>
<tr>
<td>Program Manager</td>
<td>$181.37</td>
<td>$208.57</td>
</tr>
<tr>
<td>Sr. Project Manager</td>
<td>$161.99</td>
<td>$186.31</td>
</tr>
<tr>
<td>Project Manager</td>
<td>$143.30</td>
<td>$164.80</td>
</tr>
<tr>
<td>Task Manager</td>
<td>$87.23</td>
<td>$100.31</td>
</tr>
<tr>
<td>Sr. Network Engineer</td>
<td>$149.53</td>
<td>$171.98</td>
</tr>
<tr>
<td>Network Engineer</td>
<td>$105.92</td>
<td>$121.80</td>
</tr>
<tr>
<td>Jr. Network Engineer</td>
<td>$68.54</td>
<td>$78.81</td>
</tr>
<tr>
<td>Principal Software Engineer</td>
<td>$149.53</td>
<td>$171.98</td>
</tr>
<tr>
<td>Senior Software Engineer</td>
<td>$114.38</td>
<td>$131.53</td>
</tr>
<tr>
<td>Software Engineer</td>
<td>$99.69</td>
<td>$114.63</td>
</tr>
<tr>
<td>Jr. Software Engineer</td>
<td>$62.32</td>
<td>$71.65</td>
</tr>
<tr>
<td>Sr. Database Administrator</td>
<td>$124.61</td>
<td>$143.29</td>
</tr>
<tr>
<td>Database Administrator</td>
<td>$105.92</td>
<td>$121.80</td>
</tr>
<tr>
<td>Jr. Database Administrator</td>
<td>$68.54</td>
<td>$78.81</td>
</tr>
<tr>
<td>Sr. Quality Assurance Analyst</td>
<td>$87.23</td>
<td>$100.31</td>
</tr>
<tr>
<td>Quality Assurance Tester</td>
<td>$80.99</td>
<td>$93.13</td>
</tr>
<tr>
<td>Sr. Business/System Analyst</td>
<td>$118.38</td>
<td>$136.15</td>
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<tr>
<td>Business/System Analyst</td>
<td>$101.55</td>
<td>$116.77</td>
</tr>
<tr>
<td>Jr. Business/System Analyst</td>
<td>$68.54</td>
<td>$78.81</td>
</tr>
<tr>
<td>Telecommunication Specialist</td>
<td>$62.32</td>
<td>$71.65</td>
</tr>
<tr>
<td>Sr. Information Security Engineer</td>
<td>$159.45</td>
<td>$183.37</td>
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<tr>
<td>Information Security Engineer</td>
<td>$118.38</td>
<td>$136.15</td>
</tr>
<tr>
<td>Technical Writer**</td>
<td>$74.77</td>
<td>$85.97</td>
</tr>
<tr>
<td>Technical Trainer**</td>
<td>$80.99</td>
<td>$93.13</td>
</tr>
<tr>
<td>Sr. Subject Matter Expert</td>
<td>$166.55</td>
<td>$191.54</td>
</tr>
<tr>
<td>Subject Matter Expert</td>
<td>$150.10</td>
<td>$172.61</td>
</tr>
<tr>
<td>IT Subject Matter Specialist</td>
<td>$218.60</td>
<td>$253.28</td>
</tr>
<tr>
<td>Software Architect</td>
<td>$219.45</td>
<td>$254.28</td>
</tr>
</tbody>
</table>

## LABOR RATES – SIN ANCILLARY (Subject to Cooperative Purchasing)

<table>
<thead>
<tr>
<th>Labor Category</th>
<th>On Site</th>
<th>Off Site</th>
</tr>
</thead>
<tbody>
<tr>
<td>Help Desk Manager</td>
<td>$68.54</td>
<td>$78.81</td>
</tr>
<tr>
<td>Category</td>
<td>Code</td>
<td>WD Number</td>
</tr>
<tr>
<td>-------------------------------</td>
<td>---------</td>
<td>------------</td>
</tr>
<tr>
<td>Help Desk Technician</td>
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<td></td>
</tr>
<tr>
<td>Jr. Help Desk Technician</td>
<td>35</td>
<td></td>
</tr>
<tr>
<td>Administrative Support</td>
<td>01311</td>
<td></td>
</tr>
</tbody>
</table>

### SCLS Matrix

<table>
<thead>
<tr>
<th>SCLS Eligible Contract Labor Category</th>
<th>SCLS Equivalent Code – Title</th>
<th>WD Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Technical Writer</td>
<td>30463 Technical Writer III</td>
<td>2015-4281, R 6</td>
</tr>
<tr>
<td>Technical Trainer</td>
<td>15090 Technical Instructor</td>
<td>2015-4281, R 6</td>
</tr>
<tr>
<td>Help Desk Technician</td>
<td>14042 Computer Operator II</td>
<td>2015-4281, R 6</td>
</tr>
<tr>
<td>Administrative Support</td>
<td>01311 Secretary I</td>
<td>2015-4281, R 6</td>
</tr>
</tbody>
</table>

**Service Contract Labor Standard:** The Service Contract Labor Standard (SCLS) is applicable to this contract and it includes SCLS applicable labor categories. The prices for the indicated (**) SCLS labor categories are based on the U.S. Department of Labor Wage Determination Number(s) identified in the SCLS matrix. The prices offered are based on the preponderance of where work is performed and should the contractor perform in an area with lower SCLS rates, resulting in lower wages being paid, the task order prices will be discounted accordingly.
# SOFTWARE PRODUCTS PRICE LIST

Special Item Number 511210 Software Licenses

<table>
<thead>
<tr>
<th>MFR</th>
<th>MFR PART #</th>
<th>PRODUCT DESCRIPTION</th>
<th>GSA PRICE</th>
</tr>
</thead>
<tbody>
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<td>ESI</td>
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<td>WebEOC Professional License (250 users) + 3 yr Maintenance/Support Package</td>
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## SOFTWARE MAINTENANCE PRICELIST
Special Item 54151 Software Maintenance Services

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<th>PRODUCT DESCRIPTION</th>
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CORPORATE OVERVIEW

Headquartered in Washington D. C., Prime Source Technologies, LLC (PST) is a management consulting and enterprise software solutions integrator, providing business and technology solutions, including emergency management, network engineering and software development services, to federal and local governments, commercial enterprises and non-profit organizations. PST was established on April 2001 by our current CEO and President, Peng Yap. PST utilizes the latest technologies, best practices and standards to create a value proposition for our clients. Mr. Yap leveraged his experience in the IT industry and education to get the company off the ground. With hard work and complete dedication, PST has been able to diversify into Federal and State government contracting. As the years progressed, PST hired key upper management to support the expansion of contracts with State and Federal government bureaus, i.e. Department of Commerce, DOD, Department of Homeland Security, State Department, USDA, etc. We are very proud of our past accomplishments and look forward to our continued growth and success.

PST has about 100 employees and consultants. Our management team has well over 3 decades of experience in contracting with the State Department and other government agencies. Through our combined experience, we have been able to build a large network of high level professionals, subcontractors, clients, and key contracting officers. This has very important to our success.

Prime Source Technologies organization and management approach is based on three fundamental elements: people, processes, and management tools/plans, strengthened by the Project Management Institute’s (PMI) guiding principles, and our in-depth planning, accurate forecasting, constant monitoring, and prompt action. We apply this approach to managing contracts as follows:

• Assign responsibility and accountability.
• Delegate authority.
• Foster open communications and a spirit of teamwork.
• Set clear goals and objectives.
• Monitor cost, schedule, and performance.
• Implement improvements.
• Involve the customer every step of the way.

We base our program management approach on best industry practices that provide clear lines of authority for operational and technical planning, coordination, execution, and
control. We foster open communications by continually monitoring project progress not only by reading reports, but also by visiting contract sites and listening to our staff.