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

SPECIAL ITEM NUMBER 132-51 - INFORMATION TECHNOLOGY (IT) PROFESSIONAL SERVICES

INTEGRATED COMPUTER SOLUTIONS, INC.
Address: 60 COMMERCE ST STE 1100
MONTGOMERY, AL 36104-3560
(334)356-1204
http://www.icsinc.com

Contract Number: GS-35F-0495K

Period Covered by Contract: June 28, 2015 through June 27, 2020

For more information on ordering from Federal Supply Schedules click on the FSS Schedules button at fss.gsa.gov.
Contract period

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

Note 2: *Offerors and Agencies are advised that the Group 70 – Information Technology Schedule is* <u>not</u> *to be used as a means to procure services which properly fall under the Brooks Act. These services include, but are not limited to, architectural, engineering, mapping, cartographic production, remote sensing, geographic information systems, and related services. FAR 36.6 distinguishes between mapping services of an A/E nature and mapping services which are not connected nor incidental to the traditionally accepted A/E Services.*

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

Customer Information:

1a. Table of Awarded Special Item Number(s) with appropriate cross-reference to page numbers:

SIN	Description
132-51	IT Professional Services

1b. Identification of the lowest priced model number and lowest unit price for that model for each special item number awarded in the contract. This price is the Government price based on a unit of one, exclusive of any quantity/dollar volume, prompt payment, or any other concession affecting price. Those contracts that have unit prices based on the geographic location of the customer, should show the range of the lowest price, and cite the areas to which the prices apply.
SIN 132-51 Administrative Specialist $28.29

1c. If the Contractor is proposing hourly rates a description of all corresponding commercial job titles, experience, functional responsibility, and education for those types of employees or subcontractors who will perform services shall be provided. If hourly rates are not applicable, indicate "Not applicable" for this item. These items are listed starting on page 8 of this catalog.

2. Maximum Order: $500,000.00

3. Minimum Order: $100.00

4. Geographic Coverage (delivery Area): Domestic (50 States, DC, PR) & Overseas

5. Point(s) of production (city, county, and state or foreign country): N/A

6. Discount from list prices or statement of net price: Government net prices (discounts already deducted).

7. Quantity discounts: None offered

8. Prompt payment terms: Net 30 days

9a. Notification that Government purchase cards are accepted up to the micro-purchase threshold: Yes

9b. Notification whether Government purchase cards are accepted or not accepted above the micro-purchase threshold: Will not accept over the micro purchase threshold

10. Foreign items (list items by country of origin): None

11a. Time of Delivery (Contractor insert number of days): Specified on the Task Order and shall deliver or perform services in accordance with the terms negotiated in an agency's order.

11b. Expedited Delivery. The Contractor will insert the sentence "Items available for expedited delivery are noted in this price list." under this heading. The Contractor may use a symbol of its choosing to highlight items in its price list that have expedited delivery: Contact Contractor

11c. Overnight and 2-day delivery. The Contractor will indicate whether overnight and 2-day delivery are available. Also, the Contractor will indicate that the schedule customer may contact the Contractor for rates for overnight and 2-day delivery: Contact Contractor

11d. Urgent Requirements. The Contractor will note in its price list the "Urgent Requirements" clause of its contract and advise agencies that they can also contact the Contractor's representative to effect a faster delivery: Contact Contractor

12. F.O.B Points(s): Destination

13a. Ordering Address(es):
INTEGRATED COMPUTER SOLUTIONS, INC.
Address: 60 COMMERCE ST STE 1100
MONTGOMERY, AL 36104-3560
(334)356-1204
http://www.icsinc.com

13b. Ordering procedures: For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPA's), and a sample BPA can be found at the GSA/FSS Schedule homepage (fss.gsa.gov/schedules).

14. Payment address(es):
INTEGRATED COMPUTER SOLUTIONS, INC.
Address: 60 COMMERCE ST STE 1100
MONTGOMERY, AL 36104-3560
(334)356-1204

15. Warranty provision.: Contractor's standard commercial warranty.

16. Export Packing Charges (if applicable): N/A

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

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. Environmental attributes, e.g., recycled content, energy efficiency, and/or reduced pollutants: N/A

24b. If applicable, indicate that Section 508 compliance information is available on Electronic and Information Technology (EIT) supplies and services and show where full details can be found (e.g. contactor's website or other location.) The EIT standards can be found at: www.Section508.gov/.

25. Data Universal Numbering System (DUNS) number: 068559611

26. **Notification regarding registration in the System for Award Management (SAM) Database:** Registered in SAM and updated.

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

1. SCOPE

a. The prices, terms and conditions stated under Special Item Number 132-51 Information Technology Professional Services apply exclusively to IT Professional Services within the scope of this Information Technology Schedule.

b. The Contractor shall provide services at the Contractor's facility and/or at the ordering activity location, as agreed to by the Contractor and the ordering activity.

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

a. Performance incentives may be agreed upon between the Contractor and the ordering activity on individual fixed price orders or Blanket Purchase Agreements under this contract.

b. The ordering activity must establish a maximum performance incentive price for these services and/or total solutions on individual orders or Blanket Purchase Agreements.

c. Incentives should be designed to relate results achieved by the contractor to specified targets. To the maximum extent practicable, ordering activities shall consider establishing incentives where performance is critical to the ordering activity's mission and incentives are likely to motivate the contractor. Incentives shall be based on objectively measurable tasks.

3. ORDER

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

b. All task orders are subject to the terms and conditions of the contract. In the event of conflict between a task order and the contract, the contract will take precedence.

4. PERFORMANCE OF SERVICES

a. The Contractor shall commence performance of services on the date agreed to by the Contractor and the ordering activity.

b. The Contractor agrees to render services only during normal working hours, unless otherwise agreed to by the Contractor and the ordering activity.

c. The ordering activity should include the criteria for satisfactory completion for each task in the Statement of Work or Delivery Order. Services shall be completed in a good and workmanlike manner.

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

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

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

(1) Cancel the stop-work order; or

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

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

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

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

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

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

6. **INSPECTION OF SERVICES**

The Inspection of Services–Fixed Price (AUG 1996) (Deviation – May 2003) clause at FAR 52.246-4 applies to firm-fixed price orders placed under this contract. The Inspection–Time-and-Materials and Labor-Hour (MAY 2001) (Deviation – May 2003) clause at FAR 52.246-6 applies to time-and-materials and labor-hour orders placed under this contract.

7. **RESPONSIBILITIES OF THE CONTRACTOR**

The Contractor shall comply with all laws, ordinances, and regulations (Federal, State, City, or otherwise) covering work of this character. If the end product of a task order is software, then FAR 52.227-14 (Dec 2007) Rights in Data – General, may apply.

8. **RESPONSIBILITIES OF THE ORDERING ACTIVITY**

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

9. **INDEPENDENT CONTRACTOR**

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

10. **ORGANIZATIONAL CONFLICTS OF INTEREST**

   a. Definitions.

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

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

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

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

11. **INVOICES**

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

12. **PAYMENTS**

For firm-fixed price orders the ordering activity shall pay the Contractor, upon submission of proper invoices or vouchers, the prices stipulated in this contract for service rendered and accepted. Progress payments shall be made only when authorized by the order. For time-and-materials orders, the Payments under Time-and-Materials and Labor-Hour Contracts at FAR 52.212-4 (MAR 2009) (ALTERNATE I – OCT 2008) (DEVIATION I – FEB 2007) applies to time-and-materials orders placed under this contract. For labor-hour orders, the Payment under Time-and-Materials and Labor-Hour Contracts at FAR 52.212-4 (MAR 2009) (ALTERNATE I – OCT 2008) (DEVIATION I – FEB 2007) applies to labor-hour orders placed under this contract. 52.216-31(Feb 2007) Time-and-Materials/Labor-Hour

Proposal Requirements—Commercial Item Acquisition As prescribed in 16.601(e)(3), insert the following provision:

(a) The Government contemplates award of a Time-and-Materials or Labor-Hour type of contract resulting from this solicitation.

(b) The offeror must specify fixed hourly rates in its offer that include wages, overhead, general, and administrative expenses, and profit. The offeror must specify whether the fixed hourly rate for each labor category applies to labor performed by—

    (1) The offeror;

    (2) Subcontractors; and/or

    (3) Divisions, subsidiaries, or affiliates of the offeror under a common control.

13. RESUMES

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

14. INCIDENTAL SUPPORT COSTS

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

15. APPROVAL OF SUBCONTRACTS

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

16. DESCRIPTION OF IT PROFESSIONAL SERVICES AND PRICING

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

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

LC-001. Commercial Job Title: Administrative Specialist

Minimum/General Experience: Two years experience in office administration and developing graphic/artistic presentations for publications and documents (preferably technical documentation). At minimum, one year of specialized experience using commercial automated word processing (e.g., WordPerfect, Word), graphics systems (Harvard, Freelance, etc.), and desktop publishing systems.

Functional Responsibility: Directly supports Program Manager or Project Manager by maintaining personnel and other files; prepares correspondence, schedules and coordinates travel. Assists in the preparation of presentation graphics and supports the development of contract deliverables and reports by developing and updating graphic presentations to improve the quality and enhance the usability of these documents. Responsible for integrating the graphics generated with automated tools and the deliverable documents.

Minimum Education:
• A high school diploma plus a minimum of two years experience in office administration and developing graphic/artistic presentations for publications and documents (preferably technical documentation); OR
• An Associate's degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline plus one year general experience .
Note: This category must be incidental to and used solely to support professional services, and cannot be purchased separately.

LC-002. Commercial Job Title: Computer and Network Security Systems Specialist

Minimum/General Experience: : 8 years experience and 4+ year performing in target environment or educational and experience combination noted in the minimum education section

Functional Responsibilities: Analyzes and defines security requirements for Multilevel Security (MLS) issues. Designs, develops, engineers and implements solutions to MLS requirements. Responsible for the implementation and development of the MLS. Gathers and organizes technical information about an organization's mission goals and needs, existing security products and ongoing programs in the MLS arena. Performs risk analyses, which also includes risk assessment. Provides daily supervision and direction to staff.

Minimum Education:
• 8 years of experience and 4+ year performing in target environment; **OR**
• An Associates in Electrical Engineering, Information Science, Information Systems, Computer Science, Physics, Math, or other related scientific or technical discipline; and 5 years experience performing in the target environment; **OR**
• A Bachelor's degree in Electrical Engineering, Information Science, Information Systems, Computer Science, Physics, Math, or other related scientific or technical discipline; and 5 years experience performing in the target environment; **OR**
• A Master's degree in Electrical Engineering, Information Science, Information Systems, Computer Science, Physics, Math, or other related scientific or technical discipline; and 5 years experience performing in the target environment.

LC-003. Commercial Job Title: Computer Systems Analyst

Minimum/General Experience:. This position requires a minimum of six years experience, of which at least four years must be specialized. Specialized experience includes: analysis and design of business applications on complex systems for large-scale computers, including three years experience in data base management concepts, use of the programming languages such as Ada, COBOL, 4GL and/or DBMS. Knowledge of current storage and retrieval methods, one year of systems analysis experience designing technical applications on computer systems and demonstrated ability to formulate specifications for computer programmers to use in coding, testing and debugging

of computer programs. General experience includes increasing responsibilities in information systems design and management. Must demonstrate the ability to work independently or under only general direction on requirements that are moderately complex to analyze, plan, program and implement.

Functional Responsibility: Analyzes and develops computer software possessing a wide range of capabilities, including numerous engineering, business and records management functions. Develops plans for automated information systems from project inception to conclusion. Analyzes user interfaces, maintain hardware and software performance tuning, analyze workload and computer usage, maintain interfaces with outside systems, analyze downtimes, analyze proposed system modifications, upgrades and new COTS. Analyzes the problem and the information to be processed. Defines the problem, and develops system requirements and program specifications, from which programmers prepare detailed flow charts, programs, and tests. Coordinates closely with programmers to ensure proper implementation of program and system specifications. Develops, in conjunction with functional users, system alternative solutions.

Minimum Education:
•A Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline plus six years general experience of which at least four years must be specialized OR
• A Master's degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline plus six years general experience of which at least four years must be specialized OR
• A PhD in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline OR
• Ten years of general experience of which at least eight years are specialized, a degree is not required

LC-004. Commercial Job Title: Database Administrator III

Minimum/General Experience: Three years of experience, of which at least one year must be specialized experience in administrating data bases and data base operations.

Functional Responsibility: Ensures efficient operation of a multi-computer site that supports data base administration, analysis, and report production; data dictionary administration; and system development. 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 application programmers, and other users. Provides advice and assistance to users on equipment operations. Maintains and updates databases and data dictionaries. May provide assistance to less experienced database administrators.

Minimum Education:
• A Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline plus three years of experience, of which at least one year must be specialized experience in administering data bases and data base operations; OR
• A Master's Degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline plus one year experience must be specialized experience in database administration and/or operations; OR
• Six years general experience of which three years is specialized in computer systems administration, a degree is not required.

LC-005. Commercial Job Title: Network Engineer I

Minimum/General Experience: Entry level position, with knowledge in protocol analysis, communication network system design and maintenance, and knowledge of communication protocols (i.e. TCP/IP, X.25, X.400, X.500).

Functional Responsibility: Applies basic networking concepts in the analysis, study, and design of data networks. Assists more experienced network engineers in analyzing network characteristics (e.g.,

traffic, connect time, transmission speeds, packet sizes, and throughput). Assists in planning installations, transitions, and cutovers of network components and capabilities. Assists higher level network engineering in the review of existing network designs and capabilities with the goal of making refinements, reducing operating overhead, enhancing network throughput, and improving current network topologies

Minimum Education:
•A Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline; OR
• Five years of general information technology experience and at least two years of specialized experience, a degree is not required.

LC-006. Commercial Job Title: Network Engineer II

Minimum/General Experience: Three years of experience in information technology, of which at least one year of specialized experience in protocol analysis, communication network system design and maintenance, and knowledge of communication protocols (i.e. TCP/IP, X.25, X.400, X.500).

 Functional Responsibility: Applies advanced networking concepts in the analysis, study, and design of data networks. Analyzes network characteristics (e.g., traffic, connect time, transmission speeds, packet sizes, and throughput) and recommends procurement, removals, and modifications to network components. Designs and optimizes network topologies and site configurations. Plans installations, transitions, and cutovers of network components and capabilities. May review existing network designs and capabilities with the goal of making refinements, reducing operating overhead, enhancing network throughput, and improving current network topologies. May provide task direction to less experienced network engineers.

Minimum Education:
•A Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline plus three years of information technology experience; OR
• A Master's degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline; OR
 • Seven years of general information technology experience and at least four years of specialized experience, a degree is not required.

LC-007. Commercial Job Title: Network Specialist I

 Minimum/General Experience: Entry level position with knowledge in designing, testing, installing, implementing, and maintaining computer networks.

Functional Responsibility: Assists more experienced network specialist/network engineers in monitoring and adjusting network parameters for optimum performance. Installs and supports local area networks (LANs). Configures the network, and adds and deletes users and printers. May assist in troubleshooting and repairing LANs and interfaces between differing networks via remote and local bridges, repeaters, routers, and switches (including mainframe connectivity via gateway, telecommunication circuits, and direct network access). Creates documentation for systems support staff and users. Supports the evaluation of communication hardware and software. Assists in compatibility testing of system and application software.

Minimum Education:
•A Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline; OR
• Five years of general information technology experience and at least two years of specialized experience, a degree is not required.

LC-008. Commercial Job Title: Network Specialist II

Minimum/General Experience: Three years of experience in information technology, of which at least one year of specialized experience in designing, testing, installing, implementing and maintaining computer networks;

Functional Responsibility: Monitors and adjusts network parameters for optimum performance. Installs and supports local area networks (LANs). Configures the network, and adds and deletes users and printers. Diagnoses, troubleshoots and repairs LANs and interfaces between differing networks via remote and local bridges, repeaters, routers, and switches (including mainframe connectivity via gateway, telecommunication circuits, and direct network access). Assures that LAN security is maintained according to recommendations. Creates documentation for systems support staff and users. Evaluates communication hardware and software, and performs compatibility testing of system and application software. Coordinates with all responsible users and sites. May perform site surveys, and schedule conversions and cutovers. May provide guidance to less experienced network specialists.

Minimum Education:
•A Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline plus three years of experience in information technology; OR
• With a Master's degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline; OR
• Seven years of general information technology experience and at least four years of specialized experience, a degree is not required.

LC-009. Commercial Job Title: Network Specialist III

Minimum/General Experience: Five years of experience in information technology, of which at least three years of specialized experience in designing, testing, installing, implementing and maintaining computer networks;

 Functional Responsibility: Monitors and adjusts network parameters for optimum performance. Installs and supports local area networks (LANs). Configures the network, and adds and deletes users and printers. Diagnoses, troubleshoots and repairs complex LANs and interfaces between differing networks via remote and local bridges, repeaters, routers, and switches (including mainframe connectivity via gateway, telecommunication circuits, and direct network access). Assures that LAN security is maintained according to recommendations. Creates documentation for systems support staff and users. Provides technical expertise for performance and configuration of networks. Evaluates communication hardware and software, and performs compatibility testing of system and application software. Coordinates with all responsible users and sites. May perform site surveys and network performance assessments, schedule conversions and cutovers, and oversee a network control center. May supervise staff.

Minimum Education:
• A Bachelor's degree in Mathematics, Computer Science, Information Systems, Engineering, Business, or other related discipline plus five years of experience in information technology; OR
• A Master's degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline plus two years of specialized experience; OR
• Eight years of general information technology experience and at least five years of specialized experience, a degree is not required

LC-010. Commercial Job Title: Program Manager I

Minimum/General Experience: Minimum of eight years information technology experience. Experience includes increasing responsibilities in information systems design and management.

Functional Responsibility: Manages substantial contract support operations involving multiple projects. Organizes, directs, and coordinates planning and production of all contract support activities. Must have demonstrated communications skills at all levels of management. Serves as the contractor s authorized interface with the Contracting Officer s Technical Representative (COTR), government management personnel, and client agency representatives. Responsible for formulating and enforcing work standards, assigning contractor schedules, reviewing work discrepancies, supervising contractor personnel, and communicating policies, purposes, and goals of the organization to subordinate personnel. Responsible for overall contract performance. Under stringent time frames, assembles and recruits as necessary to perform assigned tasks. Demonstrated capability in the overall management of multi-task contracts of the size, type, and complexity as described in the Task Order.

Minimum Education:
• A Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline plus eight years of information technology experience; OR
• A Master's Degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline 6 years IT experience plus six years of IT experience; OR
• A PhD in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline plus four years of IT experience
• Thirteen years experience, a degree is not required.

LC-011. Commercial Job Title: Project Manager

Minimum/General Experience:
- 6 years of project experience managing a team of 3 or more staff
- 5 years of estimating experience
- 5 years of experience using PC based project management software
- 4 years of electronic document management experience
- 3 years experience using the WWW and browsers

Functional Responsibility: Provides overall direction for the systems implementation process for a given project, and assume ultimate responsibility for its success. Provide project/task supervision and management for members of the project team. Offer interface and status to the customer's project management or equivalent counterpart. Coordinate, plan, supervise, and manage project activities for a client to meet all contractual obligations.

Minimum Education:
• A college degree with formal computer training

LC-012. Commercial Job Title: Security Analyst I

 Minimum/General Experience: Two years of experience in information technology, and knowledge in system engineering and/or design, design assurance or testing for INFOSEC products and system computer networking technology.

Functional Responsibility: Assists more experienced analysts in analyzing and defining security requirements. Assists in performing risk analysis and security audit services and in developing analytical reports. May assist in performing in one or more of the following areas: AIS risk assessment methods and procedures; security of system software generation; security of computer hardware; operating system utility/support software; disaster recovery and contingency planning; telecommunications security; development of AIS security policies and procedures.

Minimum Education:
•A Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline plus two years of experience; OR

• A Master's degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline; OR
• Seven years of general information technology experience and at least four years of specialized experience, a degree is not required.

LC-013. Commercial Job Title: Security Analyst II

Minimum/General Experience: Five years of experience in information technology, of which at least three years of specialized experience in system engineering and/or design, design assurance or testing for INFOSEC products and system computer networking technology.

Functional Responsibility: Analyzes and defines security requirements and designs, develops, engineers, and implements solutions. Performs risk analysis and security audit services, developing analytical reports as required. May be required to perform in one or more of the following areas: AIS risk assessment methods and procedures; security of system software generation; security of computer hardware; operating system utility/support software; disaster recovery and contingency planning; telecommunications security; development of AIS security policies and procedures.

Minimum Education:
•A Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline plus five years of experience in information technology with at least three years of specialized experience; OR
• A Master's degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline plus two years of specialized experience; OR
• Eight years of general information technology experience and at least five years of specialized experience, a degree is not required.

LC-014. Commercial Job Title: Senior Computer Systems Analyst

Minimum/General Experience: This position requires a minimum of ten years experience, of which at least eight years must be specialized. Specialized experience includes: analysis and design of business applications on complex systems for large-scale computers, data base management, use of programming languages such as Ada, COBOL, 4GL and/or DBMS. Knowledge of current storage and retrieval methods and demonstrated ability to formulate specifications for computer programmers to use in coding, testing, and debugging of computer programs. General experience includes increasing responsibilities in assignments of a technical nature. Proven ability to work independently or under only general direction on complex application problems involving all phases of systems analysis is required.

Functional Responsibility: Provides technical and administrative direction for personnel performing software development tasks, including the review of work products for correctness, adherence to the design concept and to user standards, and for progress in accordance with schedules. Coordinates with the Project and/or Program Manager to ensure problem solution and user satisfaction. Makes recommendations, if needed, for approval of major systems installations. Prepares milestone status reports and deliveries/presentations on the system concept to colleagues, subordinates, and end user representatives. Provides daily supervision and direction to support staff.

Minimum Education
• A Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline plus ten years general experience of which at least eight years must be specialized OR
• A Master's degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline plus eight years general experience of which at least six years must be specialized OR
• A PhD in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline plus six years of general experience is required of which at least five years must be specialized OR
• Thirteen years of general experience of which at least eleven years are specialized, a degree is not required.

LC-015. Commercial Job Title: Senior Functional Analyst

Minimum/General Experience: Minimum of ten years experience of which at least eight years must be specialized. Specialized experience includes: superior functional knowledge of task order specific requirements, or developing functional requirements for complex integrated ADP systems.

Functional Responsibilities: Analyze user needs to determine functional and cross-functional requirements. Performs functional allocation to identify required tasks and their interrelationships. Identified resources required for each task. Provides daily supervision and direction to support staff.

Minimum Education:
• A bachelor's degree in Computer Science, Information Systems, Engineering, Business or other related scientific or technical discipline plus ten years of experience of which eight years must be specialized OR
• A master's degree in Computer Science, Information Systems, Engineering, Business or other related scientific, or technical discipline plus eight years general experience of which at least six years must be specialized OR
• A PhD plus and a minimum of six years general experience is required of which five years must be specialized.

LC-016. Commercial Job Title: Senior Information Engineer

Minimum/General Experience: This position requires a minimum of ten year's experience, of which at least eight years must be specialized. Specialized experience, in information systems development, functional and data requirements analysis, systems analysis and design, programming, program design and documentation preparation. The following experience is also required: demonstrated experience in the implementation of information engineering projects; systems analysis, design and programming using CASE and IE tools and methods, systems planning, business information planning and business analysis.

Functional Responsibility: Applies business process improvement practices to re-engineer methodologies/principles and business process modernization projects. Applies, as appropriate, activity and data modeling, transaction flow analysis, internal control and risk analysis and modern business methods and performance measurement techniques. Assist in establishing standards for information systems procedures. Develops and applies organization-wide information models for use in designing and building integrated, shared software and database management systems. Constructs sound, logical business improvement opportunities consistent with corporate Information Management guiding principles, cost savings, and open system architecture objectives. Provides daily supervision and direction to staff. Must demonstrate the ability to work independently or under only general direction.

Minimum Education:
• A Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline plus ten years general experience of which at least eight years must be specialized OR
• A Master's degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline plus eight years general experience of which at least six years must be specialized OR
• A PhD in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline plus six years of general experience is required of which at least five years must be specialized OR
• Thirteen years of general experience of which at least eleven years are specialized, a degree is not required.

LC-017. Commercial Job Title: Senior Web Engineer

Minimum/General Experience: Education and experience combination in minimum education section OR
•2 years experience in target area; AND
• 6 years of experience with Intel based PCs and Windows; AND
• 3 years of cumulative experience with CGI scripting, Perl/Java/C++ programming AND/OR
ActiveX; AND
• 3 years experience developing client- server applications; AND
• 3 years experience with text searching and retrieval tools; AND

• 3 years experience using the WWW, Netscape Navigator, and MS Internet Explorer; AND
• 2 years of experience of e-mail, FTP, dial-up communications, and at least one HTML generating package like MS Front Page.

Functional Responsibilities: Develop and maintain programmatic interfaces and dynamic modules within a website.

Minimum Education:.
•A college degree with formal computer training or graduation from an accredited computer training school

LC-018. Commercial Job Title: Subject Matter Expert I

Minimum/General Experience: Eight years of experience as an industry/functional consultant, of which at least seven years of specialized experience in determining information technology effects on the organizational structure and determining the ability that IT can support/meet organizational goals.

 Functional Responsibility: Confers with client management to understand the client 's strategic information technology business goals and information technology strategy. Analyzes client requirements and recommends development or acquisition strategies. Assists clients in developing strategic plans and concepts. Advises client on the impact of new legislation or new technologies that are relevant to their agency. Demonstrates exceptional oral and written communication skills. Possesses requisite knowledge and expertise so recognized in the professional community that the individual is considered "expert" in the technical/specialty area being addressed.

C. **Minimum Education:**
•A Bachelor's degree in Computer Science, Information Systems, Engineering, Business or other related scientific or technical discipline plus eight years of experience as an industry/functional consultant, of which at least seven years are specialized experience; OR
• A Master's degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline plus six years experience; OR
• A PhD degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline plus four years of experience; OR
• Thirteen years IT experience and at least 8 years of specialized experience, a degree is not required.

LC-019. Commercial Job Title: Subject Matter Expert II

Minimum/General Experience: Ten years of experience as an industry/functional consultant, of which at least seven years of specialized experience in determining information technology effects on the organizational structure and determining the ability that IT can support/meet organizational goals.

Functional Responsibility: Confers with client management to understand or develop the client's strategic information technology business goals, and assists in formulation of an appropriate information technology strategy. Analyzes client requirements and recommends development or acquisition strategies. Assists clients in developing strategic plans and concepts. Advises client on the impact of new legislation or new technologies that are relevant to their agency. Demonstrates exceptional oral and written communication skills. Recognized in the professional community as an "expert" in the technical/specialty area being addressed.

Minimum Education:
•A Bachelor's degree in Computer Science, Information Systems, Engineering, Business or other related scientific or technical discipline plus then years of experience as an industry/functional consultant, of which at least seven years is specialized experience; OR
• A Master's degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline plus seven years experience; OR

• A PhD degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline plus five years of experience; OR
• Fifteen years IT experience and at least 9 years of specialized training, a degree is not required.

LC-020. Commercial Job Title: Subject Matter Expert III

Minimum/General Experience: Ten years of experience as an industry/functional consultant, of which at least seven years of specialized experience in determining information technology effects on the organizational structure and determining the ability that IT can support/meet organizational goals.

Functional Responsibility: Confers with client management to define the client s strategic information technology business goals, and advises in the reengineering of business processes to meet these goals. Analyzes client requirements and recommends development or acquisition strategies. Assists clients in developing strategic plans and concepts. Advises client on the impact of new legislation or new technologies that are relevant to their agency. Demonstrates exceptional oral and written communication skills. Recognized in the professional community as an "expert" in the technical/specialty area being addressed.

Minimum Education:
•A Master's degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline plus ten years of experience as an industry/functional consultant, of which at least seven years are specialized; OR
• A PhD. in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline plus seven years of specialized experience; OR
• A Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline plus thirteen years of general information technology experience and at least six years of specialized experience

LC-021. Commercial Job Title: System Operator

Minimum/General Experience: This position requires a minimum of three years experience, of which at least two years must be specialized experience operating a large-scale computer system or a multi-server local area network. Must demonstrate sufficient knowledge of programming to understand how programs use computer hardware.

Functional Responsibility: Monitors and supports computer processing. Coordinates input, output and file media. Distributes output and controls computer operation which may be mainframe, mini, or client/server based.

Minimum Education:
• An Associate's degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline is required plus three years general experience, of which at least two must be specialized OR
• A Bachelor's degree plus two years general experience of which at least one year must be specialized experience is required OR
• Seven years general experience of which at least five years is specialized, a degree is not required

LC-022. Commercial Job Title: Systems Administrator III

Minimum/General Experience: Four years of experience, of which at least three years must be specialized experience in administrating computer systems.

Functional Responsibility: Manages the operation of business systems that may be mainframe-, minior client/server-based. Troubleshoots computer-related problems and, as necessary, contacts appropriate service representatives to resolve systems problems. Installs hardware and software, as needed. Performs backups, database administration, and file recovery. Optimizes system operation and resource utilization and performs system-capacity analysis and planning. Provides assistance to users in accessing and using business systems. May provide direction to lower-level systems administrators.

Minimum Education:
• A Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline plus four years of experience, of which at least three years must be specialized experience in administering computer systems; OR
• A Master's Degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline plu two years of specialized Experience; OR
• Seven years general experience of which four years is specialized, a degree is not required.

LC-023. Commercial Job Title: Systems Engineer III

Minimum/General Experience: Five years of experience in assignments involving complex systems, at lease three years of specialized experience in communications engineering, electronic engineering, communications security, network analysis, ECM/ECCM, interoperability analysis, system standards, military operations, program analysis, programming, cost analysis.

Functional Responsibility: Applies information technology skills in the analysis, specification, development, integration, and acquisition of systems. Ensures systems and applications are compliant with applicable standards specified in task orders. Tests and installs COTS products and applications, and integrates them into the client's environment. Provides on-site support for minor requirements that do not meet functional specifications; modifies programs to be compliant with specifications. Assignments are generally complex in nature and may be in support of one or more of the following disciplines: communications engineering, electronic engineering, communications security, network analysis, ECM/ECCM, interoperability analysis, system standards, military operations, program analysis, programming, cost analysis. May have knowledge of document imaging, document management, and workflow COTS systems (e.g., InfoImage, Paragon). May function as team leader for less experienced systems engineers.

Minimum Education:
•A Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline plus five years of specialized experience; OR
• A Master's degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline plus two years of specialized experience.
• Eight years of general information technology experience and at least five years of specialized experience, a degree is not required.

LC-024. Commercial Job Title: Systems Engineer IV

Minimum/General Experience: Five years of experience in assignments involving complex systems, at lease three years of specialized experience in communications engineering, electronic engineering, communications security, network analysis, ECM/ECCM, interoperability analysis, system standards, military operations, program analysis, programming, cost analysis

Functional Responsibility: Applies advanced, state-of-the-art information technology skills in the analysis, specification, design, development, integration, and acquisition of systems. Ensures systems and applications are compliant with applicable standards specified in task orders. Tests and installs COTS products and applications, and integrates them into the client's environment. Provides on-site support for minor requirements that do not meet functional specifications; modifies programs to be compliant with specifications. Assignments are generally highly complex in nature and may be in support of one or more of the following disciplines: communications engineering, electronic engineering, communications security, network analysis, ECM/ECCM, interoperability analysis, system standards, military operations, program analysis, programming, cost analysis. May have knowledge of document imaging, document management, and workflow COTS systems (e.g., InfoImage, Paragon). May provide team leadership or consulting support on complex tasks.

Minimum Education:
• A Bachelor's in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline plus seven years of general information technology experience and at least four years of specialized experience; OR
• A Master's degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline plus four years of general information technology experience and at least three years of specialized experience; OR
• A PhD degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline plus two years of specialized experience.

LC-025. Commercial Job Title: Systems/Software Analyst II

Minimum/General Experience: Two years of experience, of which at least the last one year must be specialized in: analysis and design of business applications on complex systems, data base management, use of programming languages, and/or DBMS.

Functional Responsibility: Under general supervision, analyzes and evaluates hardware and software solutions to meet the user s systems analysis and/or systems integration requirements. Coordinates with user to identify data availability, report requirements, and systems design problems. Defines system objectives and prepares system design specifications to meet user requirements and to satisfy interface problems. Assists with preparation of status reports and presentations. May provide direction to lower level systems analysts.

Minimum Education:
•A Bachelor's degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline plus two years of experience, of which at least the last one year must be specialized experience; OR
• Seven years of general information technology experience and at least four years of specialized experience, a degree is not required.

LC-026. Commercial Job Title: Technical Writer/Editor

Minimum/General Experience: Four years of experience, of which at least two years are specialized experience in editing documents.

Functional Responsibility: Researches, writes, and edits materials for related reports, manuals, briefs, proposals, instructional material, catalogs, technical publications, and/or software and hardware documentation. Obtains technical data from independent observation, review with technical staff members, and/or studies of published materials and existing documentation. Interfaces with users, specialists, analysts, programmers, etc., to obtain background information of technologies, methods, and standards. Revises text and recommends changes in scope, format, and content to ensure conformance with established standards. May edit, standardize, or make changes to material prepared by other writers. Performs final quality assurance on all materials.

Minimum Education:
• A Bachelor's degree in English, Literature, or other related discipline plus four years of experience, of which at least two years are specialized experience; OR
• A Master's degree in Computer Science, Information Systems, Engineering, Business, or other related scientific plus three years general experience and one year of specialized experience.
• With seven years of general experience of which at least five years is specialized, a degree is not required.
NOTE: All non-professional labor categories must be incidental to, and used solely to support professional services, and cannot be purchased separately.

LC-027. Commercial Job Title: Trainer II

Minimum/General Experience: Three years of experience in related field, of which a minimum of one year of specialized in the delivery of training instruction and services.

Functional Responsibility: Serves as lead instructor in delivering training programs where the subject matter or process is moderately complex in nature. Conducts research necessary to develop, revise, or select training courses. Prepares training catalogs. Develops instructor materials, such as course outlines, background material, and training aids. Develops student materials, such as course manuals, workbooks, handouts, completion certificates, and course critique forms. Conducts formal classroom courses, workshops, seminars, and computer-based training. May provide task direction to less experienced trainers.

Minimum Education:
• A Bachelor's degree from an accredited college or university in education, training or related field of study plus three years experience in a related field; OR
• A Master's degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline one year of experience; OR
• Seven years IT experience and at least four years of specialized experience, a degree is not required.

LC-028. Commercial Job Title: Trainer III

Minimum/General Experience: Six years of experience in related field, of which a minimum of three years of specialized in the delivery of training instruction and services.

Functional Responsibility: Serves as lead instructor in delivering training/development programs where the subject matter or process is complex in nature. Conducts research necessary to develop, revise, or select training/ development courses. Prepares training catalogs. Develops instructor materials, such as course outlines, background material, and training/development aids. Develops student materials, such as course manuals, workbooks, handouts, completion certificates, and course critique forms. Conducts formal classroom courses, workshops, seminars, and computer-based training. May formulate and provide overall direction for training/development activities within a program. Coordinates for additional functional analysts (subject matter experts) to participate in training/ development as needed. May function as team leader for less experienced trainers.

Minimum Education:
•A Bachelor's degree from an accredited college or university in education, training or related field of study plus six years of experience; OR
• A Master's Degree degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline plus three years experience; OR
• A PhD degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline plus one year of experience; OR
• Nine years IT experience and at least six years, a degree is not required.

LC-029. Commercial Job Title: Web Technician

Minimum/General Experience: 4+ years experience with Intel based PCs or Macs and operating systems; **AND**
 4 years of experience designing human-machine systems user interfaces; **AND**
 3 years experience with graphic development/presentation software; **AND**
 2 years experience with text searching and retrieval tools; **AND**
 3+ years of experience using the WWW, Netscape Navigator, and MS Internet Explorer; **AND**
Working Knowledge of e-mail and FTP

Functional Responsibility: Work independently, or as a team member, on software development assignments as required by management and the project team. Design the layout, flow, presentation, and human interface for websites. Perform assessments of existing websites against assessment criteria developed by team. Required limited guidance and take full responsibility for design and completion of major tasks assigned. Possess independent judgment and creativity to solve highly complex problems, and the ability to work with other technical personnel.

Minimum Education:
High School or equivalent and 1 year experience in target area

LC-030. Commercial Job Title: Computer Systems Analyst II

Minimum/General Experience: This position requires a minimum of 8 years' experience, of which at least 4 years must be specialized. Specialized experience includes: analysis and design of business applications on complex systems for large-scale computers, data base management, use of programmimg languages such as ADA, COBOL, 4GL, and/or DBMS. Knowledge of current storage and retrieval methods and demonstrated ability to formulate specifications for computer programmers to use in coding, testing, and debugging of computer programs. General experience includes increasing responsibilities in assignments of a technical nature. Proven ability to work independently or under only general direction on complex application problems involving all phases of systems analysis is required. With a master's degree (in the fields described above), 8 years' general experience, of which at least 6 years must be specialized experience. With a Ph.D (in the fields described above), 4 years' general experience, of which at least 3 years must be specialized, is required. With 12 years of general experience, of which at least 10 years must be specialized experience, a degree is not required.

Functional Responsibility: Provides technical and administrative direction for personnel performing software development tasks, including the review of work products for correctness, adherence to the design concept and to user standards, and for progress in accordance with schedules. Coordinates with the Project and/or Program Manager to ensure problem solution and user satisfaction. Makes recommendations, if needed, for approval of major systems installations. Prepares milestone status reports and deliveries/presentations on the system concept to colleagues, subordinates, and end-user representatives. Provides daily supervision and direction to support staff.

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

LC-031. Commercial Job Title: Computer Systems Analyst III

Minimum/General Experience: 10 years of general experience. Six (6) years of general experience is considered equivalent to a bachelor's degree. With a master's degree, 6 years of general experience is acceptable.

Functional Responsibility: Acts as a lead in performing systems analysis of computer and communications/networks systems. Oversees the overall installation of computer operating systems, network, and application software. Has the ability to adapt to new situations and environments. Possesses keen troubleshooting skills to assist other Senior Systems Analysts and Program Managers. Performs systems analysis of computer and networking systems. Supports other Senior Systems Analysts and Program Managers, as required. Oversees the overall integration of all systems peripherals so that they can operate correctly within a predefined environment. Oversees hotline support to customers. Analyzes and develops technical documentation detaling the installation procedures. May perform other duties, as assigned.

Minimum Education: Bachelor's degree or equivalent

LC-032. Commercial Job Title: Configuration Management Specialist I

Minimum/General Experience: This position is for recent college graduates and requires no experience.

Functional Responsibility: Supports configuration management planning. Describes provisions for configuration identification, change control, configuration status accounting and configuration audits. Supports configuration planning. Identifies and maintains the original configuration of requirements documentation, design documentation, software, and related documentation. Responsible for configuration change control. Supports the change process so that only approved and validated changes are incorporated into product documents and related software. Responsible for configuration status accounting. Tracks all problems and changes in product documents and software and reports changes and current configuration. Responsible for configuration audits. Supports audits to verify that requirements of all baselines have been met by the as-built software. Supports the software quality assurance process audits.

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

LC-033. Commercial Job Title: Configuration Management Specialist II

Minimum/General Experience: This position requires a minimum of 5 years' experience, of which at least 3 years must be specialized. Specialized experience includes: experience as an applications programmer on large-scale data base management systems, knowledge of computer equipment, and the ability to develop complex software to satisfy design objectives. Demonstrated ability to work independently or under only general direction. With a master's degree (in the fields described above), 4 years' general experience, of which at least 2 years must be specialized experience,is required. With 12 years of general experience, of which at least 10 years must be specialized experience, a degree is not required.

Functional Responsibility: Responsible for configuration management planning. Describes provisions for configuration identification, change control, configuration status accounting and configuration audits. Responsible for configuration planning. Identifies and maintains the original configuration of requirements documentation, design documentation, software, and related documentation. Responsible for configuration change control. Regulates the change process so that only approved and validated changes are incorporated into product documents and related software. Responsible for configuration status accounting. Tracks all problems and changes in product documents and software and reports changes and current configuration. Responsible for configuration audits. Supports audits to verify that requirements of all baselines have been met by the as-built software. Supports software quality assurance process audits.

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

LC-034. Commercial Job Title: Configuration Management Specialist III

Minimum/General Experience: This position requires a minimum of 10 years experience, of which at least 5 years must be specialized. With a master's degree (in the fields described above), 3 years of general experience, of which at least 2 years must be specialized experience, is required. With 15 years of general experience, of which at least 5 years must be specialized experience, a degree is not required.

Functional Responsibility: Responsible for configuration management planning. Describes provisions for configuration identification, change control, configuration status accounting and configuration audits. Responsible for configuration planning. Identifies and maintains the original configuration of requirements documentation, design documentation, software, and related documentation. Responsible for configuration change control. Regulates the change process so that only approved and validated changes are incorporated into product documents and related software. Responsible for configuration status accounting. Tracks all problems and changes in product documents and software and reports changes and current configuration. Responsible for configuration audits. Supports audits to verify that requirements of all baselines have been met by the as-built software. Supports software quality assurance process audits.

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

LC-035. Commercial Job Title: Data Entry Clerk I

Minimum/General Experience: This position requires no experience.

Functional Responsibility: Operates alphabetic and numeric data entry machine, similar in operation to electric typewriter, to transcribe data from source material onto disk, paper or magnetic tape, or magnetic cards, and to record accounting or statistical data for subsequent processing by automatic or electronic data processing equipment. Attaches skip bar to machine and previously punched program card around machine drum to control duplication and spacing of constant data. Loads machine with decks of tabulating punchcards, paper or magnetic tape, or magnetic cards. Moves switches and depresses keys to select automatic or manual duplication and spacing, select alphabetic or numeric punching, and transfer cards or tape through machine stations. Depresses keys to transcribe new data in prescribed sequence from source material into perforations on card, or as magnetic impulses on specified locations on tape or cards. Inserts previously processed card into card gage to verify registration of punches. Observes machine to detect faulty feeding, positioning, ejecting, duplication, skipping, punching, or other mechanical malfunctions.

Minimum Education: High School diploma or equivalent

LC-036. Commercial Job Title: Help Desk Specialist I

Minimum/General Experience: This position requires a minimum of 2 years experience, of which at least 1 year must be specialized. Specialized experience includes: knowledge of PC operating systems, e.g., DOS, Windows, as well as networking and mail standards and work on a help desk. General experience includes information systems development and other work in the client/server field, or related fields. Demonstrated ability to communicate orally and in writing and a positive customer service attitude.

Functional Responsibility: Provides phone and in-person support to users in the areas of e-mail, directories, standard Windows desktop applications, and applications developed under this contract and predecessors. Serves as the initial point of contact for troubleshooting hardware/software PC and printer problems. Experience running a variety of applications that may include Windows, Office Automation, Trouble Ticketing and Call Tracking software. Serves as the initial point of contact for troubleshooting hardware/software problems.

Minimum Education: High School diploma or equivalent

LC-037. Commercial Job Title: IT Project & Program Support Specialist II

Minimum/General Experience: This position requires a minimum of 5 years experience. With a master's degree (in the fields described above), 1 year of general experience. With 10 years of general experience, of which at least 3 years must be specialized experience, a degree is not required.

Functional Responsibility: Supports IT Project and Program Managers in the development and management of IT Project & Program schedule, scope and cost documents. With supervision, develops moderately complex IT project resource planning documents. Performs evaluations of existing procedures, processes, techniques, models, and/or systems related to IT Project Management problems and service delivery issues. Develops reports and recommend solutions. Develops work breakdown structures, charts, tables, graphs, and diagrams to assist in managing IT projects & programs. Performs basic Earned Value Management (EVM) analysis and creates and updates project control plans/diagrams.

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

LC-038. Commercial Job Title: IT Project & Program Support Specialist III

Minimum/General Experience: This position requires a minimum of 7 years experience. With a master's degree (in the fields described above), 3 year of general experience. With 15 years of general experience, of which at least 5 years must be specialized experience, a degree is not required.

Functional Responsibility: Directly supports senior IT Project and Program Managers in the development and management of IT Project & Program schedule, scope and cost documents. Independently develops complex IT project resource planning documents. Performs detailed evaluations of existing procedures, processes, techniques, models, and/or systems related to IT Project Management problems and service delivery issues. Develops executive level reports and recommends solutions. Develops detailed work breakdown structures, charts, tables, graphs, and diagrams to assist in managing IT projects & programs. Perform complex Earned Value Management (EVM) analysis and supervises the creation and updating of project control plans/diagrams. Manages one or more subordinates in these activities.

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

LC-039. Commercial Job Title: IT Project & Program Support Specialist IV

Minimum/General Experience: This position requires a minimum of 9 years experience. With a master's degree (in the fields described above), 5 year of general experience. With 18 years of general experience, of which at least 7 years must be specialized experience, a degree is not required.

Functional Responsibility: Develops and manages IT Project & Program schedule, scope and cost documents. Independently develops complex IT project resource planning documents. Performs detailed evaluations of existing procedures, processes, techniques, models, and/or systems related to IT Project Management problems and service delivery issues. Develops executive level reports, recommends and presents solutions. Develops detailed work breakdown structures, charts, tables, graphs, and diagrams to assist in managing IT projects & programs. Performs complex Earned Value Management (EVM) analysis and supervises the creation and updating of project control plans/diagrams. Manages multiple subordinates in these activities.

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

LC-040. Commercial Job Title: IT Subject Matter Expert IV

Minimum/General Experience: 15 years of general information technology experience and at least 8 years of specialized experience; OR a Master's degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline plus 12 years experience as an industry/functional consultant, of which at least 9 years are specialized; OR a PhD. in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline plus 9 years of specialized experience; or an equivalent combination of education, experience, and skill. Has substantial expertise in design and operation of computer systems, and possesses highly specialized expertise in tools, technologies and or/processes relevant to IT projects.

Functional Responsibility: Plans and performs complex research and analysis, design assessment, development and integration support, and related assignments for specific technical Information Systems, Information Technology and key business disciplines. May surpervise a team of technical experts and systems engineers. Prepares reports and presentations for client. Provides technical and project support for tasks that encompass, but are not limited to, requirements analysis, proposal writing, planning, acquisition, vendor coordination, deployment, training, and maintenance support. Works with specialist in various disciplines to provide the best solution. Interfaces with senior management, vendors, staff, and end users to meet business objectives throughout all phases of project. Prepares

technical documentation, reports, and presentations. Provides user and staff training. Provides technical guidance to subordinates. Applies accepted methodologies, research, and computer-based tools to meet project requirements. Ensures that all support activities meet the standards and requirements of the client entity.

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

LC-041. Commercial Job Title: Lead Functional Analyst

Minimum/General Experience: This position requires a minimum of 10 years experience, of which at least 8 years must be specialized. Specialized experience includes developing functional requirements for complex integrated ADP systems. Must demonstrate the ability to work independently or under only general direction. With a master's degree (in the fields described above), 8 years of general experience, of which at least 6 years must be specialized experience, is required. With 20 years of general experience, of which at least 15 years must be specialized experience, a degree is not required.

Functional Responsibility: Analyzes user needs to determine functional and cross-functional requirements. Performs functional allocation to identify required tasks and their interrelationships. Identifies resources required for each task. Provides daily supervision and direction to Senior Functional Analysts.

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

LC-042. Commercial Job Title: Lead Systems Administrator

Minimum/General Experience: This position requires a minimum of 6 years experience, of which at least 4 years must be specialized experience in administrating UNIX or open systems-complaint systems.General experience includes operations experience on a large-scale computer system or multi-server local area network. With a master's degree (in the fields described above), 3 years experience, of which at least 2 years must be specialized experience, is required. With 12 years general experience, of which 10 years is specialized, a degree is not required.

Functional Responsibility: Supervises and manages the daily activities of configuration and operation of business systems which may be mainframe-, mini-, or client/server-based. Optimizes system operation and resource utilization, and performs system capacity analysis and planning. Provides assistance to other systems administrators and users in accessing and using business systems.

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

LC-043. Commercial Job Title: Programmer I

Minimum/General Experience: This position is for recent college graduates and requires no experience.

Functional Responsibility: Participates in the design of software tools and subsystems to support reuse and domain analysis. Assists Application Engineer and Applications Programmer to interpret software requirements and design specifications to code, and integrate and test software components.

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

LC-044. Commercial Job Title: Programmer II

Minimum/General Experience: This position requires a minimum of 5 years experience, of which at least 3 years must be specialized. Specialized experience includes: experience as an applications programmer on large-scale data base management systems, knowledge of computer equipment, and the ability to develop complex software to satisfy design objectives. Demonstrated ability to work independently or under only general direction. With a master's degree (in the fields described above), 4 years general experience, of which at least 2 years must be specialized experience, is required. With 12 years of general experience, of which at least 10 years must be specialized experience, a degree is not required.

Functional Responsibility: Analyzes functional business applications and design specifications for functional activites. Develops block diagrams and logic flow charts. Translates detailed design into computer software. Tests, debugs, and refines the computer software to produce the required product. Prepares required documentation, including both program-level and user-level documentation. Enhances software to reduce operating time or improve efficiency. Provides technical direction to programmers to ensure program deadlines are met.

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

LC-045. Commercial Job Title: Programmer III

Minimum/General Experience: Six (6) years of general experience is considered equivalent to a bachlor's degree. With a master's degree, 4 years of general experience is required.

Functional Responsibility: Works independently, with management review of end results. Has prime accountability for the maintenance and operating efficiency of a major subsystem, such as the teleprocessing network, data base management systems, etc. Continually assesses the performance of appropriate software systems to identify and correct problems which impact operation efficiency and work quality. Maintains active liaison with user personnel to ensure continuing responsiveness of applicable system software user requirements. Analyzes performance indicators such as system's response time and number of programs being processed to ensure operational efficiency. Designs, codes, installs, and maintains appropriate systems software program. Identifies, evaluates, tailors, and directs the implementation of vendor-supplied software packages. Performs special system regenerations were applicable to reflect changes in peripheral configuration. Ensures the maintenance of adequate software systems documentation. Recommends to management the purchase or lease of system software packages and related hardware. Provides technical assistance to less experienced systems software personnel in the resolution of complex system-related problems. Trains users in application programming, and other user personnel in the use of systems software and related hardware. May perform other duties as assigned

Minimum Education: Bachelor's degree or equivalent and 6 years of general experience.

LC-046. Commercial Job Title: Quality Assurance Analyst

Minimum/General Experience: This position requires a minimum of 7 years experience, of which at least 5 years must be specialized. With a master's degree (in the field described above), 3 years of general experience, of which at least 2 years must be specialized experience, is required. With 15 years of general experience, of which at least 5 years must be specialized experience, a degree is not required.

Functional Responsibility: Provides technical and administrative direction for personnel performing software developmental tasks, including the review of work products for correctness, adherence to the design concept and to user standards, review of program documentation to assure Government standards/ requirements are adhered to, and for progress in accordance with schedules. Coordinates with the Project Manager and/or Quality Assurance Manager

to ensure problem solution and user satisfaction. Makes recommendations, if needed, for approval of major systems installations. Prepares milestone status reports and deliveries/presentations on the system concept to colleagues, subordinates and end user representatives.

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

LC-047. Commercial Job Title: Quality Assurance Manager

Minimum/General Experience: This position requires a minimum of 10 years experience, of which at least 7 years must be specialized. With a master's degree (in the field described above), 7 years of general experience, of which at least 5 years must be specialized experience, is required. With 20 years of general experience, of which at least 15 years must be specialized experience, a degree is not required.

Functional Responsibility: Establishes and maintains a process for evaluating software and associated documentation. Determines the resources required for quality control. Maintains the level of quality throughout the software life cycle. Conducts formal and informal reviews at pre-determined points throughout the development life cycle. Provides daily supervision and direction to support staff.

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

LC-048. Commercial Job Title: Trainer IV

Minimum/General Experience: Experienced in coordinating and leading the development of training programs and courses for software or all phases of system design, development, implementation, programming, analysis, testing, maintenance, and life cycle support. Experience in teaching in a classroom setting plus over 7 years of relevant experience or an equivalent combination of education, experience, and skill.

Functional Responsibility: Independent of supervision, performs research and develops course outlines and course materials for training for software or in all phases of computer systems life cycle support. Performs classroom training, develops student text materials and provides for graphic material to augment lecture efforts. May also design and produce video or audio cassette materials to augment other training materials. Leads coordination of client training requests and end user support issues as they relate to training requirements. Leads teams of subordinate Trainers.

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

LC 49 Commercial Job Title: Cloud Information Engineer

Minimum/General Experience: This position requires a minimum of 2 years experience. Demonstrated ability to work independently or under only general direction.

Functional Responsibility: "The cloud Information Engineer can support and build a distributed automation platform for computer, storage, database, queuing and other infrastructure. Most have an understanding of IT concepts - Security best practices and application – SSH, public key encryption, access credentials and certificates, SSL, data encryption in motion and at rest. May be required to have knowledge of multi-tier architectures across multiple technology stacks .net, Java, J2EE, web servers, caching, application servers, RDBMS – Oracle, SQL, MySQL, other, operating systems – Linux, Windows server. May be required to be proficient in designing, developing and deploying cloud based solution using AWS."

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

LC 50 Commercial Job Title: Security Risk Assessment Analyst

Minimum/General Experience: Five (5) years of general experience is considered equivalent to a bachelor's degree.

Functional Responsibility: The Security Risk Assessment Analyst should have experience in vulnerability assessment, security incident response, application security to include experience in evaluating threats/risks posed by new technologies spanning networks, hardware, software, etc.. Experience in analyzing and responding to advanced cyber threats, technology risk and the motivation/attack vectors of each threat Experience in implementation of information security strategy, including compliance with industry best practices and regulatory requirements.

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

LC 51 Commercial Job Title: Senior Consultant

Minimum/General Experience: This position requires a minimum of 4 years experience.

Functional Responsibility: The Senior Consultant plans, organizes, directs and conducts tasks in IT related problem areas. The problems are difficult to define and may require novel approaches and the use of sophisticated techniques. Has moderately extensive technical responsibility for interpreting, organizing, executing and coordinating assignments. Makes technical decisions which are considered authoritative, and which demonstrate mature judgment in anticipating and solving complex problems. Can manage subordinate personnel if required under the task.

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

LC 52 Commercial Job Title: IT Enterprise Architect I

Minimum/General Experience: This position requires a minimum of 2 years experience.

Functional Responsibility: The IT Enterprise Architect I analyzes ERP gap analysis and architecture for full-scale implementation. Designs ERP application interfaces and the solution infrastructure baseline across the functional areas of interest. Manages ERP development, implementation, integration, testing and follow on support. While considering the needs of specific business areas, as well as those of the enterprise, provides expertise on technology and industry trends that will affect enterprise solution sets, including technical platforms and network architectures. Updates and debugs system problems to ensure functionality. Provides guidance and direction to other

professionals, acts in a consulting and/or advisory capacity; coordinates resolution of highly complex problems and tasks, possesses ability to meet and operate under deadlines.

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

LC 53 Commercial Job Title: IT Enterprise Architect II

Minimum/General Experience: Four (4) years of general experience.

Functional Responsibility: The IT Enterprise Architect II analyzes ERP gap analysis and architecture for full-scale implementation. Designs ERP application interfaces and the solution infrastructure baseline across the functional areas of interest. Manages ERP development, implementation, integration, testing and follow on support. While considering the needs of specific business areas, as well as those of the enterprise, provides expertise on technology and industry trends that will affect enterprise solution sets, including technical platforms and network architectures. Updates and debugs system problems to ensure functionality. Also responsible for developing and educating others with regard to the solution set for business and/or architecture-specific best practices. Provides guidance and direction to other professionals, acts in a consulting and/or advisory capacity; coordinates resolution of highly complex problems and tasks, possesses ability to meet and operate under deadlines.

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

LC 54 Commercial Job Title: IT Enterprise Architect III

Minimum/General Experience: This position requires a minimum of 6 years experience.

Functional Responsibility: The IT Enterprise Architect III analyzes ERP gap analysis and architecture for full-scale implementation. Designs ERP application interfaces and the solution infrastructure baseline across the functional areas of interest. Manages ERP development, implementation, integration, testing and follow on support. While considering the needs of specific business areas, as well as those of the enterprise, provides expertise on technology and industry trends that will affect enterprise solution sets, including technical platforms and network architectures. Leads technical design reviews, validates enterprise approaches, define application systems that support redesigned or improved business processes, recommends technical architectures that lead to comprehensive business solutions, and assesses work products. Updates and debugs system problems to ensure functionality. Also responsible for developing and educating others with regard to the solution set for business and/or architecture-specific best practices. Provides guidance and direction to other professionals, acts in a consulting and/or advisory capacity; coordinates resolution of highly complex problems and tasks, possesses ability to meet and operate under deadlines.

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

LC 55 Commercial Job Title: IT Enterprise Architect Master

Minimum/General Experience: This position requires a minimum of 8 years experience,

Functional Responsibility: The IT Enterprise Architect Master is recognized for business and/or architectural expertise with regard to effectively adapting functional business requirements and processes to technical solutions based upon comprehensive enterprise application solution sets. Work with senior managers and executives to provide vision and strategic direction for those functional areas that support the defined business disciplines within the enterprise, and to provide insight into selecting the enterprise applications (such as ERP products) that set the direction and establish an approach for a technical solution. Analyzes ERP gap analysis and architecture for full-scale implementation. Designs ERP application interfaces and the solution infrastructure baseline across the functional areas of interest. Manages ERP development, implementation, integration, testing and follow on support. While considering the needs of specific business areas, as well as those of the enterprise, provides expertise on

technology and industry trends that will affect enterprise solution sets, including technical platforms and network architectures. Leads technical design reviews, validates enterprise approaches, define application systems that support redesigned or improved business processes, recommends technical architectures that lead to comprehensive business solutions, and assesses work products. Updates and debugs system problems to ensure functionality. Also responsible for developing and educating others with regard to the solution set for business and/or architecture-specific best practices. Provides guidance and direction to other professionals, acts in a consulting and/or advisory capacity; coordinates resolution of highly complex problems and tasks, possesses ability to meet and operate under deadlines. Can manage projects and or subordinate personnel.

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

LC 56 Commercial Job Title: IT Director (Team Lead)

Minimum/General Experience: Five (5) years of general experience.

Functional Responsibility: The IT Director (Team Lead) directs the work of subordinate staff on IT related projects. Reviews working papers and reports for accuracy and completeness. Plans, organizes, executes, controls and performs IT project work efforts to result in successful delivery of professional services. Manages project teams. May be involved in leading or supporting activities associated with facilitation, training development, data collection, data analysis, methodology development and evaluation, process reengineering, or policy development to support clients and project team. May supervise other employees, function as task lead or perform as an individual contributor. Provides on-site quality control, monitors engagement budget, plans and assigns workload to project team. Liaison between project and Customer Relationship Manager.

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

LC 57 Commercial Job Title: IT Director (Manager)

Minimum/General Experience: This position requires a minimum of 7 years experience.

Functional Responsibility: The IT Director (Manager) directs the work of subordinate IT Project Staff. Leads teams performing a broad range of tasks on large, complex IT engagements. Possesses demonstrated advanced technical and managerial skills. Fully knowledgeable and experienced in all aspects of a IT program or functional area. Plans, develops, or supports programs/projects; establishes objectives and requirements; adapts and applies applicable technical, administrative, and business processes and procedures; develops program/project standards and schedules; monitors outside resources; coordinates and reviews work of assigned staff. Reviews/oversees preparation of all related documentation, conducts reviews, technical interchange meetings, etc. Works independently under general guidelines or objectives and directly participates and coordinates with the highest echelons and authority on all aspects pertinent to the successful implementation of the program or functional area.

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

LC 58 Commercial Job Title: IT Director (Sr. Manager)

Minimum/General Experience: Nine (9) years of general experience

Functional Responsibility: IT Director (Sr. Manager) oversees a large multi-task IT efforts, applying a wide spectrum of disciplines for the planning, analysis, design, implementation and support of assigned tasks. Oversees development of analytical and computational techniques and methodology for problem solutions. Directs enterprise wide strategic systems planning, business information planning, business and analysis. Manages process and data modeling in support of the planning and analysis efforts using both manual and automated tools. As applicable, directs team in the application of reverse engineering and re-engineering disciplines to develop migration strategic and planning documents. May perform a quality assurance role. Identifies all task responsibilities and reports any changes or suggestions accordingly to the client and/or corporate Senior Management.

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

LABOR CATEGORY RATES GSA SCHEDULE CONTRACT INFORMATION TECHNOLOGY (IT) SERVICES SIN 132-51 (IT Professional Services) (All rates below include IFF)

SIN	Code	Labor Category	GSA Rate with IFF
132-51	LC-001	Administrative Specialist	$28.29
132-51	LC-002	Computer And Network Security Systems Specialist	83.51
132-51	LC-003	Computer Systems Analyst	$49.20
132-51	LC-004	Database Administrator III	$95.72
132-51	LC-005	Network Engineer I	$85.91
132-51	LC-006	Network Engineer II	$116.72
132-51	LC-007	Network Specialist I	$55.58
132-51	LC-008	Network Specialist II	$72.26
132-51	LC-009	Network Specialist III	$116.72
132-51	LC-010	Program Manager I	$90.18
132-51	LC-011	Project Manager	$96.73
132-51	LC-012	Security Analyst I	$94.50
132-51	LC-013	Security Analyst II	$105.61
132-51	LC-014	Senior Computer Systems Analyst	$66.36
132-51	LC-015	Senior Functional Analyst	$67.22
132-51	LC-016	Senior Information Engineer	$99.75
132-51	LC-017	Senior Web Engineer	$77.23
132-51	LC-018	Subject Matter Expert I	$110.90
132-51	LC-019	Subject Matter Expert II	$114.86
132-51	LC-020	Subject Matter Expert III	$135.15
132-51	LC-021	System Operator	$24.14
132-51	LC-022	Systems Administrator III	$85.91
132-51	LC-023	Systems Engineer III	$98.93
132-51	LC-024	Systems Engineer IV	$138.96
132-51	LC-025	Systems/Software Analyst II	$77.58
132-51	LC-026	Technical Writer/Editor	$58.94
132-51	LC-027	Trainer II	$55.58
132-51	LC-028	Trainer III	$83.37
132-51	LC-029	Web Technician	$40.15
132-51	LC-030	Computer Systems Analyst II	$81.11
132-51	LC-031	Computer Systems Analyst III	$138.07
132-51	LC-032	Configuration Management Specialist I	$86.44
132-51	LC-033	Configuration Management Specialist II	$118.98
132-51	LC-034	Configuration Management Specialist III	$123.50

132-51	LC-035	Data Entry Clerk I	$39.86
132-51	LC-036	Help Desk Specialist I	$30.23
132-51	LC-037	IT Project and Program Support Specialist II	$58.85
132-51	LC-038	IT Project and Program Support Specialist III	$55.42
132-51	LC-039	IT Project and Program Support Specialist IV	$123.50
132-51	LC-040	IT Subject Matter Expert IV	$255.69
132-51	LC-041	Lead Functional Analyst	$112.57
132-51	LC-042	Lead Systems Administrator	$117.87
132-51	LC-043	Programmer I	$64.46
132-51	LC-044	Programmer II	$112.50
132-51	LC-045	Programmer III	$132.95
132-51	LC-046	Quality Assurance Analyst	$73.55
132-51	LC-047	Quality Assurance Manager	$153.41
132-51	LC-048	Trainer IV	$132.95
132-51	LC-049	Cloud Information Engineer	$90.89
132-51	LC-050	Security Risk Assessment Analyst	$124.14
132-51	LC-051	Senior Consultant	$109.00
132-51	LC-052	IT Enterprise Architect I	$60.91
132-51	LC-053	IT Enterprise Architect II	$79.65
132-51	LC-054	IT Enterprise Architect III	$135.87
132-51	LC-055	IT Enterprise Architect Master	$167.73
132-51	LC-056	IT Director (Team Lead)	$121.81
132-51	LC-057	IT Director (Manager)	$153.67
132-51	LC-058	IT Director (Sr. Manager)	$186.47

USA COMMITMENT TO PROMOTE SMALL BUSINESS PARTICIPATION PROCUREMENTPROGRAMS

PREAMBLE

ICS provides commercial products and services to ordering activities. 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 demonstrate 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 ordering activity contracts. To accelerate potential opportunities please contact us at:

INTEGRATED COMPUTER SOLUTIONS, INC.
Address: 60 COMMERCE ST STE 1100
MONTGOMERY, AL 36104-3560
(334)356-1204

<div align="center">
BEST VALUE
BLANKET PURCHASE AGREEMENT
FEDERAL SUPPLY SCHEDULE
</div>

(Insert Customer Name)

In the spirit of the Federal Acquisition Streamlining Act (<u>ordering activity)</u> and (<u>Contractor</u>) enter into a cooperative agreement to further reduce the administrative costs of acquiring commercial items from the General Services Administration (GSA) Federal Supply Schedule Contract(s) _____.

Federal Supply Schedule contract BPAs eliminate contracting and open market costs such as: search for sources; the development of technical documents, solicitations, and the evaluation of offers. Teaming Arrangements are permitted with Federal Supply Schedule Contractors in accordance with Federal Acquisition Regulation (FAR) 9.6.

This BPA will further decrease costs, reduce paperwork, and save time by eliminating the need for repetitive, individual purchases from the schedule contract. The end result is to create a purchasing mechanism for the ordering activity that works better and costs less.

Signatures

_____	_____
Ordering Activity Date	Contractor Date

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 activity):

(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 SCHEDULES / DATES

_____   _____
_____   _____
_____   _____

(3)   The ordering activity 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:

      (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.

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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 ordering activity 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.