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

SCHEDULE TITLE: MAS – Multiple Award Schedule

SIN 54151S --- Information Technology Professional Services - SUBJECT TO COOPERATIVE PURCHASING
   FSC Class(es)/Product Code: FSC/PSC Class D399 IT AND TELECOM-OTHER IT AND TELECOMMUNICATIONS

SIN OLM --- Order Level Materials

CONTRACT NUMBER: GS-35F-0605S

CONTRACT PERIOD: August 30, 2021 through Aug 29, 2026
   Pricelist current through Modification PO-0058, effective August 30, 2021

For more information on ordering from Federal Supply go to this website: www.gsa.gov/schedules

CONTRACTOR: CDIT LLC
   1030 Old Spanish Trail STE 50
   SLIDELL, LA 70458-5005
   Phone: 985-601-2571
   Fax: 202-521-3540
   E-mail: scott.galloway@cditsolutions.com
   http://www.cditsolutions.com

CONTRACTOR'S ADMINISTRATION SOURCE:
   Scott Galloway
   Email: scott.galloway@cditsolutions.com

BUSINESS SIZE: Small Business
CUSTOMER INFORMATION:

1a. TABLE OF AWARDED SPECIAL ITEM NUMBERS (SINs)

SIN DESCRIPTION

SIN 54151S Information Technology Professional Services - SUBJECT TO COOPERATIVE PURCHASING

FSC/PSC Class D399 IT AND TELECOM- OTHER IT AND TELECOMMUNICATIONS

• Other Information Technology Services, Not Elsewhere Classified

SIN OLM Order Level Materials

1b. LOWEST PRICED MODEL NUMBER AND PRICE FOR EACH SIN: See Price List

1c. HOURLY RATES (Services only): See labor categories and pricing on p.9 and p.12

2. MAXIMUM ORDER*:

<table>
<thead>
<tr>
<th>SIN</th>
<th>MAXIMUM ORDER</th>
</tr>
</thead>
<tbody>
<tr>
<td>54151S</td>
<td>$500,000/per Order</td>
</tr>
<tr>
<td>OLM</td>
<td>$250,000/per Order</td>
</tr>
</tbody>
</table>

NOTE TO ORDERING ACTIVITIES: *If the best value selection places your order over the Maximum Order identified in this catalog/pricelist, you have an opportunity to obtain a better schedule contract price. Before placing your order, contact the aforementioned contractor for a better price. The contractor may (1) offer a new price for this requirement (2) offer the lowest price available under this contract or (3) decline the order. A delivery order that exceeds the maximum order may be placed under the schedule contract in accordance with FAR 8.404.

3. MINIMUM ORDER: Minimum order per the contract $100.00 or as negotiated.

4. GEOGRAPHIC COVERAGE: Domestic

5. POINT(S) OF PRODUCTION: N/A

6. DISCOUNT FROM LIST PRICES: GSA Net Prices are shown on the attached GSA pricelist. Negotiated discount has been applied and the IFF has been added.

7. QUANTITY DISCOUNT(S): None

8. PROMPT PAYMENT TERMS: Net 30 Days

9.a Government Purchase Cards must be accepted at or below the micro-purchase threshold.

9.b Government Purchase Cards are not accepted above the micro-purchase threshold. Government purchase cards are not accepted above the micro-purchase threshold. However, on occasion CDTI LLC may accept the Government purchase card in accordance with GSAR 552.232-79 (c) Payment by Credit Card. Contact contractor for limit.

10. FOREIGN ITEMS: N/A
11a. **TIME OF DELIVERY**: As Agreed between contractor and ordering activity.

11b. **EXPEDITED DELIVERY**: Negotiated at the task order level.

11c. **OVERNIGHT AND 2-DAY DELIVERY**: N/A

11d. **URGENT REQUIREMENTS**: When the Federal Supply Schedule contract delivery period does not meet the bona fide urgent delivery requirements of an ordering activity, ordering activities are encouraged, if time permits, to contact the Contractor for the purpose of obtaining accelerated delivery. The Contractor shall reply to the inquiry within 3 workdays after receipt. (Telephonic replies shall be confirmed by the Contractor in writing.) If the Contractor offers an accelerated delivery time acceptable to the ordering activity, any order(s) placed pursuant to the agreed upon accelerated delivery time frame shall be delivered within this shorter delivery time and in accordance with all other terms and conditions of the contract.

12. **FOB POINT**: Destination

13a. **ORDERING ADDRESS**: CDIT LLC,
1030 Old Spanish Trail STE 50
SLIDELL, LA 70458-5005
Phone: (866) 601-1996
Alternate Phone (985) 601-2571
Fax: (202) 521-3540
Attn: Scott Galloway

13b. **ORDERING PROCEDURES**: Ordering activities shall use the ordering procedures described in Federal Acquisition Regulation 8.405-3 on Blanket Purchase Agreements (BPA's)

14. **PAYMENT ADDRESS**: CDIT LLC,
P.O. Box 1588
Slidell, LA 70459-1588
Phone: (985) 601-2571
Fax: (202) 521-3540
Attn: Scott Galloway

15. **WARRANTY PROVISION**: N/A

16. **EXPORT PACKING CHARGES**: N/A

17. **TERMS AND CONDITIONS OF GOVERNMENT PURCHASE CARD ACCEPTANCE**: See 9a and 9b.

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 AVAILABLE)**: N/A

20a. **TERMS AND CONDITIONS FOR ANY OTHER SERVICES (IF APPLICABLE)**: N/A

21. **LIST OF SERVICE AND DISTRIBUTION POINTS (IF APPLICABLE)**: N/A

22. **LIST OF PARTICIPATING DEALERS (IF APPLICABLE)**: N/A

23. **PREVENTIVE MAINTENANCE (IF APPLICABLE)**: N/A
24a. SPECIAL ATTRIBUTES SUCH AS ENVIRONMENTAL ATTRIBUTES (e.g. recycled content, energy efficiency, and/or reduced pollutants): N/A

24b. Section 508 Compliance for Electronic and Information Technology (EIT): Section 508 compliance information on the supplies and services in this contract are available at the following website address (URL): www.cditsolutions.com

The EIT standard can be found at: www.Section508.gov.

25. DUNS NUMBER: 12-636-7650

26. NOTIFICATION REGARDING REGISTRATION IN SYSTEM FOR AWARD MANAGEMENT (SAM) DATABASE: Contractor has an Active Registration in the SAM database.
****NOTE: All non-professional labor categories must be incidental to, and used solely to support professional services, and cannot be purchased separately.

1. SCOPE
a. The prices, terms and conditions stated under Special Item Number 54151S 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 incidence of costs allocable to the work covered by the order during the period of work stop page. 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

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/IAM 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 54151S 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.

*Please refer to the labor category descriptions and pricing incorporated into this GSA Pricelist.*
Business Information Requirements Analyst 1

Minimum/General Experience: Must have 0 – 2 years of experience in related business functions, and/or related technologies.

Functional Responsibility: Analyzes company functions, processes, and activities to improve computer-based business applications for the most effective use of money, materials, equipment, and people. Utilizes available computer systems resources and personnel to carry out analysis to support management’s quest for performance improvement. Reviews and analyzes information, forecasts, methods, schedules, systems, processes, and procedures. Determines most useful business solutions for the company. Recommends alternative solutions to management as to courses of action that best meet the organization’s goals.

Minimum Education: Bachelor’s degree

Business Information Requirements Analyst 2

Minimum/General Experience: Must have 2 – 5 years of experience in related business functions, and/or related technologies.

Functional Responsibility: Analyzes company functions, processes, and activities to improve computer-based business applications for the most effective use of money, materials, equipment, and people. Utilizes available computer systems resources and personnel to carry out analysis to support management’s quest for performance improvement. Reviews and analyzes information, forecasts, methods, schedules, systems, processes, and procedures. Determines most useful business solutions for the company. Recommends alternative solutions to management as to courses of action that best meet the organization’s goals.

Minimum Education: Bachelor’s Degree

Business Information Requirements Analyst 3

Minimum/General Experience: Must have 5 years of experience in related business functions, and/or related technologies.

Functional Responsibility: Analyzes company functions, processes, and activities to improve computer-based business applications for the most effective use of money, materials, equipment, and people. Utilizes available computer systems resources and personnel to carry out analysis to support management’s quest for performance improvement. Reviews and analyzes information, forecasts, methods, schedules, systems, processes, and procedures. Determines most useful business solutions for the company. Recommends alternative solutions to management as to courses of action that best meet the organization’s goals.

Minimum Education: Master’s Degree

Business Process Reengineering
Minimum/General Experience: Must have 3 – 5 years’ experience in related business functions, and/or related technologies.

Functional Responsibility: Applies process improvement and re-engineering methodologies and principals to conduct process modernization projects. Responsible for effective transitioning of existing project teams and the facilitation of project teams in the accomplishment of project activities and objectives. Additional duties may include activity and data modeling, developing modern business methods, identifying best practices, and creating and assessing performance measurements. Provides group facilitation, interviewing, training, and provides additional forms of knowledge transfer. Key coordinator between multiple project teams to ensure enterprise-wide integration of reengineering efforts.

Minimum Education: Bachelor’s Degree

Communications Manager

Minimum/General Experience: Must have 3 years’ experience in related business functions, and/or related technologies.

Functional Responsibility: Manages, creates, and implements communications programs that effectively describe and promote the organization and its products. Oversees and coordinates the work of the creative staff, and manages the production of a full range of communications products and publications, from draft creation through the final product, to support the goals of the organization.

Coordinates and manages the development and production of communications materials, which may include press releases, proposals, presentation materials, information brochures, internal and external correspondence, reports, speeches, policies, procedures, solicitation, and marketing materials

Minimum Education: Bachelor’s Degree

Computer Programmer 1

Minimum/General Experience: Must have 0 – 2 years’ experience required in related business functions, and/or related technologies.

Functional Responsibility: Develops, runs tests, and maintains current computer programs that provide instructions computers must follow to perform their function. Develops, designs, and tests logical structure for solving problems by computers. Writes programs according to specifications, which may be provided by Software Engineers, Systems Analysts, or other computer scientists. Updates, repairs, modifies, and expands existing computer programs.

Minimum Education: Bachelor’s Degree

Computer Programmer 2

Minimum/General Experience: Must have 2 – 5 years’ experience required in related business functions, and/or related technologies.
**Functional Responsibility:** Develops, runs tests, and maintains current computer programs that provide instructions computers must follow to perform their function. Develops, designs, and tests logical structure for solving problems by computers. Writes programs according to specifications, which may be provided by Software Engineers, Systems Analysts, or other computer scientists. Updates, repairs, modifies, and expands existing computer programs.

**Minimum Education:** Bachelor’s Degree

**Computer Programmer 3**

**Minimum/General Experience:** Must have 5 years’ experience required in related business functions, and/or related technologies.

**Functional Responsibility:** Develops, runs tests, and maintains current computer programs that provide instructions computers must follow to perform their function. Develops, designs, and tests logical structure for solving problems by computers. Writes programs according to specifications, which may be provided by Software Engineers, Systems Analysts, or other computer scientists. Updates, repairs, modifies, and expands existing computer programs.

**Minimum Education:** Bachelor’s Degree

**Computer Programmer 4**

**Minimum/General Experience:** Must have 8 years’ experience required in related business functions, and/or related technologies.

**Functional Responsibility:** Develops, runs tests, and maintains current computer programs that provide instructions computers must follow to perform their function. Develops, designs, and tests logical structure for solving problems by computers. Writes programs according to specifications, which may be provided by Software Engineers, Systems Analysts, or other computer scientists. Updates, repairs, modifies, and expands existing computer programs.

**Minimum Education:** Bachelor’s Degree

**Computer Programmer 5**

**Minimum/General Experience:** Must have 10 years’ experience required in related business functions, and/or related technologies.

**Functional Responsibility:** Develops, runs tests, and maintains current computer programs that provide instructions computers must follow to perform their function. Develops, designs, and tests logical structure for solving problems by computers. Writes programs according to specifications, which may be provided by Software Engineers, Systems Analysts, or other computer scientists. Updates, repairs, modifies, and expands existing computer programs.

**Minimum Education:** Master’s Degree
Data Communications Control Tech 1

**Minimum/General Experience:** Must have 0 - 2 years’ experience required in related business functions, and/or related technologies.

**Functional Responsibility:** Analyzes and administers the technical architecture of Local Area Networks and Wide Area Networks. Researches, runs tests, evaluates, and recommends telecommunications and data network systems. Analyzes workload, including traffic and utilization trends. Interfaces with users, consultants, technical teams, and vendors for maximum guidance in determining the most appropriate type of hardware installation. Supports complex PCs and LAN/WAN networks throughout the organization. Requires advanced knowledge and experience in the area of local and wide area networking, communications, and related hardware and software.

**Minimum Education:** Bachelor’s Degree

Data Communications Control Tech 2

**Minimum/General Experience:** Must have 2 - 5 years’ experience required in related business functions, and/or related technologies.

**Functional Responsibility:** Analyzes and administers the technical architecture of Local Area Networks and Wide Area Networks. Researches, runs tests, evaluates, and recommends telecommunications and data network systems. Analyzes workload, including traffic and utilization trends. Interfaces with users, consultants, technical teams, and vendors for maximum guidance in determining the most appropriate type of hardware installation. Supports complex PCs and LAN/WAN networks throughout the organization. Requires advanced knowledge and experience in the area of local and wide area networking, communications, and related hardware and software.

**Minimum Education:** Bachelor’s Degree

Data Communications Control Tech 3

**Minimum/General Experience:** Must have 5 years’ experience required in related business functions, and/or related technologies.

**Functional Responsibility:** Analyzes and administers the technical architecture of Local Area Networks and Wide Area Networks. Researches, runs tests, evaluates, and recommends telecommunications and data network systems. Analyzes workload, including traffic and utilization trends. Interfaces with users, consultants, technical teams, and vendors for maximum guidance in determining the most appropriate type of hardware installation. Supports complex PCs and LAN/WAN networks throughout the organization. Requires advanced knowledge and experience in the area of local and wide area networking, communications, and related hardware and software.

**Minimum Education:** Bachelor’s Degree
Data Communications Control Tech 4

Minimum/General Experience: Must have 8 years’ experience required in related business functions, and/or related technologies.

Functional Responsibility: Analyzes and administers the technical architecture of Local Area Networks and Wide Area Networks. Researches, runs tests, evaluates, and recommends telecommunications and data network systems. Analyzes workload, including traffic and utilization trends. Interfaces with users, consultants, technical teams, and vendors for maximum guidance in determining the most appropriate type of hardware installation. Supports complex PCs and LAN/WAN networks throughout the organization. Requires advanced knowledge and experience in the area of local and wide area networking, communications, and related hardware and software.

Minimum Education: Master’s Degree

Database Specialist 1

Minimum/General Experience: Must have 0 - 2 years’ experience required in related business functions, and/or related technologies.

Functional Responsibility: Analyzes business procedures and problems to refine data for database management. Analyzes, designs and implements accurate, secure, efficient, logical and physical data bases and coordinates database development applying knowledge of database design standards and database management system. Identifies and resolves production and/or applications development problems related to the use of the database management system software or utilities. Reviews project request describing database user needs. Studies existing data handling systems to evaluate effectiveness, and develops new systems to improve production or workflow as required.

Minimum Education: Bachelor’s Degree

Database Specialist 2

Minimum/General Experience: Must have 2 - 5 years’ experience required in related business functions, and/or related technologies.

Functional Responsibility: Analyzes business procedures and problems to refine data for database management. Analyzes, designs and implements accurate, secure, efficient, logical and physical data bases and coordinates database development applying knowledge of database design standards and database management system. Identifies and resolves production and/or applications development problems related to the use of the database management system software or utilities. Reviews project request describing database user needs. Studies existing data handling systems to evaluate effectiveness, and develops new systems to improve production or workflow as required.

Minimum Education: Bachelor’s Degree

Database Specialist 3
Minimum/General Experience: Must have 5 years’ experience required in related business functions, and/or related technologies.

Functional Responsibility: Analyzes business procedures and problems to refine data for database management. Analyzes, designs and implements accurate, secure, efficient, logical and physical databases and coordinates database development applying knowledge of database design standards and database management system. Identifies and resolves production and/or applications development problems related to the use of the database management system software or utilities. Reviews project request describing database user needs. Studies existing data handling systems to evaluate effectiveness, and develops new systems to improve production or workflow as required.

Minimum Education: Bachelor’s Degree

Database Specialist 4

Minimum/General Experience: Must have 8 years’ experience required in related business functions, and/or related technologies.

Functional Responsibility: Analyzes business procedures and problems to refine data for database management. Analyzes, designs and implements accurate, secure, efficient, logical and physical databases and coordinates database development applying knowledge of database design standards and database management system. Identifies and resolves production and/or applications development problems related to the use of the database management system software or utilities. Reviews project request describing database user needs. Studies existing data handling systems to evaluate effectiveness, and develops new systems to improve production or workflow as required.

Minimum Education: Bachelor’s Degree

Database Specialist 5

Minimum/General Experience: Must have 10 years’ experience required in related business functions, and/or related technologies.

Functional Responsibility: Analyzes business procedures and problems to refine data for database management. Analyzes, designs and implements accurate, secure, efficient, logical and physical databases and coordinates database development applying knowledge of database design standards and database management system. Identifies and resolves production and/or applications development problems related to the use of the database management system software or utilities. Reviews project request describing database user needs. Studies existing data handling systems to evaluate effectiveness, and develops new systems to improve production or workflow as required.

Minimum Education: Master’s Degree

Financial Analyst 1
Minimum/General Experience: Must have 0 - 2 years’ experience required in related business functions, and/or related technologies.

Functional Responsibility: Analyzes past and present financial data of organization and estimates future revenues and expenditures, applying principles of finance. Runs and documents financial analysis projects. Aids organization with financial functions, such as assessing, auditing, planning, budgeting, taxes, consolidation, cost control, and project control. Evaluates and analyzes capital expenditures, depreciation, proposals, investment opportunities, rate of return, profit plans, operating records, financial statements, etc.

Minimum Education: Bachelor’s Degree

Financial Analyst 2

Minimum/General Experience: Must have 2 – 5 years’ experience required in related business functions, and/or related technologies.

Functional Responsibility: Analyzes past and present financial data of organization and estimates future revenues and expenditures, applying principles of finance. Runs and documents financial analysis projects. Aids organization with financial functions, such as assessing, auditing, planning, budgeting, taxes, consolidation, cost control, and project control. Evaluates and analyzes capital expenditures, depreciation, proposals, investment opportunities, rate of return, profit plans, operating records, financial statements, etc.

Minimum Education: Bachelor’s Degree

Financial Analyst 3

Minimum/General Experience: Must have 5 years’ experience required in related business functions, and/or related technologies.

Functional Responsibility: Analyzes past and present financial data of organization and estimates future revenues and expenditures, applying principles of finance. Runs and documents financial analysis projects. Aids organization with financial functions, such as assessing, auditing, planning, budgeting, taxes, consolidation, cost control, and project control. Evaluates and analyzes capital expenditures, depreciation, proposals, investment opportunities, rate of return, profit plans, operating records, financial statements, etc.

Minimum Education: Master’s Degree

Graphic Artist/Illustrator 1

Minimum/General Experience: Must have 0 - 2 years’ experience required in related business functions, and/or related technologies.

Functional Responsibility: Specifies graphic material and lettering to be used for title, background, screen advertising, commercial logo, or other visual layouts for Internet websites, printed materials, motion picture production, television, or other media. Conceives and designs illustrations for use by various media to explain or adorn printed or spoken word, using current graphic design technology. Studies layouts, sketches of proposed illustrations, and related materials to become familiar with
assignment. Determines style, technique, and medium best suited to produce desired effects and conform with reproduction requirements, or receives specific instructions regarding these variables. Formulates concept and renders illustration and detail from models, sketches, memory, and imagination.

**Minimum Education**: Bachelor’s Degree

**Graphic Artist/Illustrator 2**

**Minimum/General Experience**: Must have 2 – 5 years’ experience required in related business functions, and/or related technologies.

**Functional Responsibility**: Specifies graphic material and lettering to be used for title, background, screen advertising, commercial logo, or other visual layouts for Internet websites, printed materials, motion picture production, television, or other media. Conceived and designed illustrations for use by various media to explain or adorn printed or spoken word, using current graphic design technology. Studies layouts, sketches of proposed illustrations, and related materials to become familiar with assignment. Determines style, technique, and medium best suited to produce desired effects and conform with reproduction requirements, or receives specific instructions regarding these variables. Formulates concept and renders illustration and detail from models, sketches, memory, and imagination.

**Minimum Education**: Bachelor’s Degree

**Information Engineer 1**

**Minimum/General Experience**: Must have 0 - 2 years’ experience required in related business functions, and/or related technologies.

**Functional Responsibility**: Establishes and satisfies complex system-wide information security and non-security requirements based upon the analysis of user, policy, regulatory, and resource demands. Supports customers at the highest levels in the development and implementation of doctrine and policies. Provides leadership and guidance in the development, design and application of solutions implemented by more junior staff members. Coordinates with senior representatives within the customer organizations to establish and define programs, resources and risks. Applies expertise to government and commercial common user systems, as well as to dedicated special purpose systems requiring specialized security features and procedures. Examples could include classified intelligence, access control, biometrics, intrusion detection, and command and control-related networks and smart card technologies. 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

**Information Engineer 2**

**Minimum/General Experience**: Must have 2 – 5 years’ experience required in related business functions, and/or related technologies.
Functional Responsibility: Establishes and satisfies complex system-wide information security and non-security requirements based upon the analysis of user, policy, regulatory, and resource demands. Supports customers at the highest levels in the development and implementation of doctrine and policies. Provides leadership and guidance in the development, design and application of solutions implemented by more junior staff members. Coordinates with senior representatives within the customer organizations to establish and define programs, resources and risks. Applies expertise to government and commercial common user systems, as well as to dedicated special purpose systems requiring specialized security features and procedures. Examples could include classified intelligence, access control, biometrics, intrusion detection, and command and control-related networks and smart card technologies. 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

Information Engineer 3

Minimum/General Experience: Must have 5 years’ experience required in related business functions, and/or related technologies.

Functional Responsibility: Establishes and satisfies complex system-wide information security and non-security requirements based upon the analysis of user, policy, regulatory, and resource demands. Supports customers at the highest levels in the development and implementation of doctrine and policies. Provides leadership and guidance in the development, design and application of solutions implemented by more junior staff members. Coordinates with senior representatives within the customer organizations to establish and define programs, resources and risks. Applies expertise to government and commercial common user systems, as well as to dedicated special purpose systems requiring specialized security features and procedures. Examples could include classified intelligence, access control, biometrics, intrusion detection, and command and control-related networks and smart card technologies. 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

Information Engineer 4

Minimum/General Experience: Must have 8 years’ experience required in related business functions, and/or related technologies.

Functional Responsibility: Establishes and satisfies complex system-wide information security and non-security requirements based upon the analysis of user, policy, regulatory, and resource demands. Supports customers at the highest levels in the development and implementation of doctrine and policies. Provides leadership and guidance in the development, design and application of solutions implemented by more junior staff members. Coordinates with senior representatives within the customer organizations to establish and define programs, resources and risks. Applies expertise to government and commercial common user systems, as well as to dedicated special purpose systems
requiring specialized security features and procedures. Examples could include classified intelligence, access control, biometrics, intrusion detection, and command and control-related networks and smart card technologies. 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:** Master’s Degree

**Program Manager 1**

**Minimum/General Experience:** Must have 8+ years’ experience required in related business functions, and/or related technologies.

**Functional Responsibility:** Manages program to ensure that implementation and prescribed activities are carried out in accordance with specified objectives. Plans and develops methods and procedures for implementing program, directs and coordinates program activities, and exercises control over personnel responsible for specific functions or phases of program.

**Minimum Education:** Bachelor’s Degree

**Program Manager 2**

**Minimum/General Experience:** Must have 10+ years’ experience required in related business functions, and/or related technologies.

**Functional Responsibility:** Manages program to ensure that implementation and prescribed activities are carried out in accordance with specified objectives. Plans and develops methods and procedures for implementing program, directs and coordinates program activities, and exercises control over personnel responsible for specific functions or phases of program.

**Minimum Education:** Bachelor’s Degree

**Program Manager 3**

**Minimum/General Experience:** Must have 12+ years’ experience required in related business functions, and/or related technologies.

**Functional Responsibility:** Manages program to ensure that implementation and prescribed activities are carried out in accordance with specified objectives. Plans and develops methods and procedures for implementing program, directs and coordinates program activities, and exercises control over personnel responsible for specific functions or phases of program.

**Minimum Education:** Master’s Degree

**Project Control Specialist**

**Minimum/General Experience:** Must have 1 - 3 years’ experience required in related business functions, and/or related technologies.
**Functional Responsibility:** Provides risk assessments, and evaluates finances, analysis and controls, performance assessment, change management, project forecasting, and reporting on projects of various sizes and complexity. Aids program managers with decision making that drives the successful completion of projects. Develops, implements, and maintains a project reporting and cost tracking system for the project that satisfies the needs of the project team, management, and client. Maintains, tracks, updates, and analyzes project schedules, progress measurement, cost estimates and variances, change orders, expenditures, risk and risk mitigation, estimated costs at completion, methodology, and management of change.

**Minimum Education:** Bachelor’s Degree

**Project Manager 1**

**Minimum/General Experience:** Must have 6+ years’ experience required in related business functions, and/or related technologies.

**Functional Responsibility:** Manages, plans, and coordinates activities of projects to ensure that goals or objectives of projects are accomplished within prescribed time frame and funding parameters. Reviews project proposal or plan to determine time frame, funding limitations, procedures for accomplishing projects, staffing requirements, and allotment of available resources to various phases of projects. Establishes work plan and multi-disciplinary staffing for each phase of project, and arranges for recruitment or assignment of project personnel.

**Minimum Education:** Bachelor’s Degree

**Quality Specialist**

**Minimum/General Experience:** Must have 3 - 5 years’ experience required in related business functions, and/or related technologies.

**Functional Responsibility:** Conducts routine and non-routine tests using variety of testing devices and procedures to maintain product quality. Constructs and alters quality assurance test plans according to product specifications. Assists in the creation and maintenance of testing standard, processes and systems that align with industry standards.

**Minimum Education:** Bachelor’s Degree

**Requirements Analyst**

**Minimum/General Experience:** Must have 1+ years’ experience required in related business functions, and/or related technologies.

**Functional Responsibility:** Resources have one or more years of experience in BSM related business functions, and/or BSM related technologies. Resources have understanding of the customer industry. Resources hold at least a bachelor's degree or equivalent experience.
Minimum Education: Bachelor’s Degree

Requirements Consultant 1

Minimum/General Experience: Must have 3+ years’ experience required in related business functions, and/or related technologies.

Functional Responsibility: Resources have three (3) or more years of experience in BSM related business functions, and/or BSM related technologies. Resources have understanding of the customer industry. Resources hold at least a bachelor’s degree or equivalent experience.

Minimum Education: Bachelor’s Degree

Security Risk/Threat Specialist 1

Minimum/General Experience: Must have 0 - 2 years’ experience required in related business functions, and/or related technologies.

Functional Responsibility: Support efforts to maintain the availability, integrity, and confidentiality of information systems. Works to identify security deficiencies and recommend corrective actions. Responsible for completing and maintaining documentation such as the system security plan, security risk assessment, security control assessment activities, and continuous monitoring.

Minimum Education: Bachelor’s Degree

Security Risk/Threat Specialist 2

Minimum/General Experience: Must have 2 - 5 years’ experience required in related business functions, and/or related technologies.

Functional Responsibility: Support efforts to maintain the availability, integrity, and confidentiality of information systems. Works to identify security deficiencies and recommend corrective actions. Responsible for completing and maintaining documentation such as the system security plan, security risk assessment, security control assessment activities, and continuous monitoring.

Minimum Education: Bachelor’s Degree

Security Risk/Threat Specialist 3

Minimum/General Experience: Must have 5 years’ experience required in related business functions, and/or related technologies.

Functional Responsibility: Support efforts to maintain the availability, integrity, and confidentiality of information systems. Works to identify security deficiencies and recommend corrective actions. Responsible for completing and maintaining documentation such as the system security plan, security risk assessment, security control assessment activities, and continuous monitoring.
Minimum Education: Bachelor’s Degree

Security Risk/Threat Specialist 4

Minimum/General Experience: Must have 8 years’ experience required in related business functions, and/or related technologies.

Functional Responsibility: Support efforts to maintain the availability, integrity, and confidentiality of information systems. Works to identify security deficiencies and recommend corrective actions. Responsible for completing and maintaining documentation such as the system security plan, security risk assessment, security control assessment activities, and continuous monitoring.

Minimum Education: Master’s Degree

Software Engineer 1

Minimum/General Experience: Must have 0 - 2 years’ experience required in related business functions, and/or related technologies.

Functional Responsibility: Develops, researches, designs, implements, tests, and evaluates software and systems, in conjunction with hardware product development, that enable computers to perform their applications, applying principles and techniques of computer science, engineering, and mathematical analysis.

Minimum Education: Bachelor’s Degree

Software Engineer 2

Minimum/General Experience: Must have 2 - 5 years’ experience required in related business functions, and/or related technologies.

Functional Responsibility: Develops, researches, designs, implements, tests, and evaluates software and systems, in conjunction with hardware product development, that enable computers to perform their applications, applying principles and techniques of computer science, engineering, and mathematical analysis.

Minimum Education: Bachelor’s Degree

Software Engineer 3

Minimum/General Experience: Must have 5 years’ experience required in related business functions, and/or related technologies.

Functional Responsibility: Develops, researches, designs, implements, tests, and evaluates software and systems, in conjunction with hardware product development, that enable computers to perform their applications, applying principles and techniques of computer science, engineering, and mathematical analysis.
Minimum Education: Bachelor’s Degree

Software Engineer 4

Minimum/General Experience: Must have 8 years’ experience required in related business functions, and/or related technologies.

Functional Responsibility: Develops, researches, designs, implements, tests, and evaluates software and systems, in conjunction with hardware product development, that enable computers to perform their applications, applying principles and techniques of computer science, engineering, and mathematical analysis.

Minimum Education: Bachelor’s Degree

Software Engineer 5

Minimum/General Experience: Must have 10 years’ experience required in related business functions, and/or related technologies.

Functional Responsibility: Develops, researches, designs, implements, tests, and evaluates software and systems, in conjunction with hardware product development, that enable computers to perform their applications, applying principles and techniques of computer science, engineering, and mathematical analysis.

Minimum Education: Master’s Degree

Subject Matter Expert

Minimum/General Experience: Must have 10 years’ experience required in related business functions, and/or related technologies.

Functional Responsibility: Provides extremely high level subject matter expertise for work described in the task. Provides advanced technical knowledge and analysis of highly specialized applications and operational environment, high-level functional systems analysis, design, integration, documentation, training, and implementation advice on complex problems. Participates as needed in all phases of software development with emphasis on the planning, analysis, testing, integration, documentation, training and presentation phases. Applies principals, methods, and knowledge of specific functional areas of expertise to specific task order requirements. Provides advice on esoteric problems which require extensive knowledge of the subject matter. Designs and prepares technical reports, studies, and related documentation, makes charts and graphs to record results, prepares and delivers presentations, training, and briefings as required by the task order.

Minimum Education: Bachelor’s Degree

Systems Analyst 1
**Minimum/General Experience:** Must have 0 - 2 years’ experience required in related business functions, and/or related technologies.

**Functional Responsibility:** Analyzes and solves computer problems, and assures technology meets the needs of the organization. Implements system studies to assist organization to realize maximum benefit from investments in equipment, personnel, and business processes. Plans and designs new computer systems or devises ways to apply existing systems resources to additional operations. Analyzes user requirements, procedures, and problems to automate processing or to improve existing computer system.

**Minimum Education:** Bachelor’s Degree

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**Systems Analyst 2**

**Minimum/General Experience:** Must have 2 - 5 years’ experience required in related business functions, and/or related technologies.

**Functional Responsibility:** Analyzes and solves computer problems, and assures technology meets the needs of the organization. Implements system studies to assist organization to realize maximum benefit from investments in equipment, personnel, and business processes. Plans and designs new computer systems or devises ways to apply existing systems resources to additional operations. Analyzes user requirements, procedures, and problems to automate processing or to improve existing computer system.

**Minimum Education:** Bachelor’s Degree

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**Systems Analyst 3**

**Minimum/General Experience:** Must have 5 years’ experience required in related business functions, and/or related technologies.

**Functional Responsibility:** Analyzes and solves computer problems, and assures technology meets the needs of the organization. Implements system studies to assist organization to realize maximum benefit from investments in equipment, personnel, and business processes. Plans and designs new computer systems or devises ways to apply existing systems resources to additional operations. Analyzes user requirements, procedures, and problems to automate processing or to improve existing computer system.

**Minimum Education:** Bachelor’s Degree

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**Systems Analyst 4**

**Minimum/General Experience:** Must have 8 years’ experience required in related business functions, and/or related technologies.

**Functional Responsibility:** Analyzes and solves computer problems, and assures technology meets the needs of the organization. Implements system studies to assist organization to realize maximum benefit from investments in equipment, personnel, and business processes. Plans and designs new computer systems or
devises ways to apply existing systems resources to additional operations. Analyzes user requirements, procedures, and problems to automate processing or to improve existing computer system.

**Minimum Education:** Master’s Degree

**Systems Architect 1**

**Minimum/General Experience:** Must have 0 - 2 years’ experience required in related business functions, and/or related technologies.

**Functional Responsibility:** Designs, validates, and implements scalable system infrastructure such as servers and databases. Evaluates and analyzes complex systems architecture for performance and efficiency improvements.

**Minimum Education:** Bachelor’s Degree

**Systems Architect 2**

**Minimum/General Experience:** Must have 2 – 5 years’ experience required in related business functions, and/or related technologies.

**Functional Responsibility:** Designs, validates, and implements scalable system infrastructure such as servers and databases. Evaluates and analyzes complex systems architecture for performance and efficiency improvements.

**Minimum Education:** Bachelor’s Degree

**Systems Architect 3**

**Minimum/General Experience:** Must have 5 years’ experience required in related business functions, and/or related technologies.

**Functional Responsibility:** Designs, validates, and implements scalable system infrastructure such as servers and databases. Evaluates and analyzes complex systems architecture for performance and efficiency improvements.

**Minimum Education:** Bachelor’s Degree

**Systems Architect 4**

**Minimum/General Experience:** Must have 8 years’ experience required in related business functions, and/or related technologies.

**Functional Responsibility:** Designs, validates, and implements scalable system infrastructure such as servers and databases. Evaluates and analyzes complex systems architecture for performance and efficiency improvements.
Minimum Education: Master’s Degree

Systems Engineer 1

Minimum/General Experience: Must have 0 – 2 years’ experience required in related business functions, and/or related technologies.

Functional Responsibility: Oversees engineering activities of an organization’s information systems. Plans, designs, develops, evaluates, tests, and integrates an organization’s systems infrastructure, including the implementation and design of hardware and software.

Minimum Education: Bachelor’s Degree

Systems Engineer 2

Minimum/General Experience: Must have 2 – 5 years’ experience required in related business functions, and/or related technologies.

Functional Responsibility: Oversees engineering activities of an organization’s information systems. Plans, designs, develops, evaluates, tests, and integrates an organization’s systems infrastructure, including the implementation and design of hardware and software.

Minimum Education: Bachelor’s Degree

Systems Engineer 3

Minimum/General Experience: Must have 5 years’ experience required in related business functions, and/or related technologies.

Functional Responsibility: Oversees engineering activities of an organization’s information systems. Plans, designs, develops, evaluates, tests, and integrates an organization’s systems infrastructure, including the implementation and design of hardware and software.

Minimum Education: Bachelor’s Degree

Systems Engineer 4

Minimum/General Experience: Must have 8 years’ experience required in related business functions, and/or related technologies.

Functional Responsibility: Oversees engineering activities of an organization’s information systems. Plans, designs, develops, evaluates, tests, and integrates an organization’s systems infrastructure, including the implementation and design of hardware and software.

Minimum Education: Bachelor’s Degree

Systems Engineer 5
**Minimum/General Experience:** Must have 10 years’ experience required in related business functions, and/or related technologies.

**Functional Responsibility:** Oversees engineering activities of an organization’s information systems. Plans, designs, develops, evaluates, tests, and integrates an organization’s systems infrastructure, including the implementation and design of hardware and software.

**Minimum Education:** Master’s Degree

**Systems Security Engineer 1**

**Minimum/General Experience:** Must have 0 – 2 years’ experience required in related business functions, and/or related technologies.

**Functional Responsibility:** Plans, designs, develops, evaluates, tests, and integrates an organization’s systems infrastructure, including the implementation and design of hardware and software. Responsible for incorporating security compliance into the build, test, and deployment of the software components. Works closely with other teams to ensure security models are consistent with business requirements. Contributes updates as required to Authorization & Accreditation documentation

**Minimum Education:** Bachelor’s Degree

**Systems Security Engineer 2**

**Minimum/General Experience:** Must have 2 – 5 years’ experience required in related business functions, and/or related technologies.

**Functional Responsibility:** Plans, designs, develops, evaluates, tests, and integrates an organization’s systems infrastructure, including the implementation and design of hardware and software. Responsible for incorporating security compliance into the build, test, and deployment of the software components. Works closely with other teams to ensure security models are consistent with business requirements. Contributes updates as required to Authorization & Accreditation documentation

**Minimum Education:** Bachelor’s Degree

**Systems Security Engineer 3**

**Minimum/General Experience:** Must have 5 years’ experience required in related business functions, and/or related technologies.

**Functional Responsibility:** Plans, designs, develops, evaluates, tests, and integrates an organization’s systems infrastructure, including the implementation and design of hardware and software. Responsible for incorporating security compliance into the build, test, and deployment of the software components. Works closely with other teams to ensure security models are consistent with business requirements. Contributes updates as required to Authorization & Accreditation documentation
Minimum Education: Bachelor’s Degree

Systems Security Engineer 4

Minimum/General Experience: Must have 8 years’ experience required in related business functions, and/or related technologies.

Functional Responsibility: Plans, designs, develops, evaluates, tests, and integrates an organization’s systems infrastructure, including the implementation and design of hardware and software. Responsible for incorporating security compliance into the build, test, and deployment of the software components. Works closely with other teams to ensure security models are consistent with business requirements. Contributes updates as required to Authorization & Accreditation documentation.

Minimum Education: Master’s Degree

Technical Administrator 1

Minimum/General Experience: Must have 1+ years’ experience required in related business functions, and/or related technologies.

Functional Responsibility: Resources must have one or more years of experience with BSM tools, or equivalent training for the technology. Resources have a bachelor’s degree, or a high school diploma with equivalent work experience.

Minimum Education: Bachelor’s Degree

Technical Configuration Lead

Minimum/General Experience: Must have 2+ years’ experience required in related business functions, and/or related technologies.

Functional Responsibility: Resources must have 2 or more years of experience with BSM tools (or equivalent systems), including the design and implementation of the configuration of such tools. Resources have a bachelor’s degree, or a high school diploma with equivalent work experience.

Minimum Education: Bachelor’s Degree

Technical Developer 1

Minimum/General Experience: Must have 1+ years’ experience required in related business functions, and/or related technologies.

Functional Responsibility: Resources have one or more years experience with systems administration, database administration, scripting, or other similar technical experience. Candidates possess a bachelor’s degree, or a high school diploma and equivalent work experience.

Technical Integration Specialist
Minimum/General Experience: Must have 3+ years’ experience required in related business functions, and/or related technologies.

Functional Responsibility: Resources must have 3 or more years of experience with BSM tools or equivalent systems, including the design and implementation of the configuration of such tools. Resources have a bachelor’s degree, or a high school diploma with equivalent work experience.

Minimum Education: Bachelor’s Degree

Technical Training Specialist 1

Minimum/General Experience: Must have 0 – 2 years’ experience required in related business functions, and/or related technologies.

Functional Responsibility: Develops and trains employees or customers of industrial or commercial establishment in installation, programming, safety, maintenance, and repair of machinery and equipment, such as robots, programmable controllers, and robot controllers, following manuals, specifications, blueprints, and schematics, and using hand tools, measuring instruments, and testing equipment. Confers with management and staff or technical training coordinator to determine training objectives. Writes training program, including outline, text, handouts, and tests, and designs laboratory exercises, applying knowledge of electronics, mechanics, hydraulics, pneumatics, and programming, and following machine, equipment, and tooling manuals.

Minimum Education: Bachelor’s Degree

Technical Training Specialist 2

Minimum/General Experience: Must have 2 - 5 years’ experience required in related business functions, and/or related technologies.

Functional Responsibility: Develops and trains employees or customers of industrial or commercial establishment in installation, programming, safety, maintenance, and repair of machinery and equipment, such as robots, programmable controllers, and robot controllers, following manuals, specifications, blueprints, and schematics, and using hand tools, measuring instruments, and testing equipment. Confers with management and staff or technical training coordinator to determine training objectives. Writes training program, including outline, text, handouts, and tests, and designs laboratory exercises, applying knowledge of electronics, mechanics, hydraulics, pneumatics, and programming, and following machine, equipment, and tooling manuals.

Minimum Education: Bachelor’s Degree

Technical Writer 1

Minimum/General Experience: Must have 0 - 2 years’ experience required in related business functions, and/or related technologies.
**Technical Writer 2**

**Minimum/General Experience:** Must have 2 - 5 years’ experience required in related business functions, and/or related technologies.

**Functional Responsibility:** Writes and updates material for reports, manuals, briefs, proposals, instruction books, catalogs, and related technical and administrative publications concerned with work methods and procedures, and installation, operation, and maintenance.

**Minimum Education:** Bachelor’s Degree

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**Technology Consultant 1**

**Minimum/General Experience:** Must have 0 - 2 years’ experience required in related business functions, and/or related technologies.

**Functional Responsibility:** Consults with client or department heads to define need or problem. Acquires, researches, and studies pertinent data. Analyzes problems to advise on or recommend solutions, utilizing knowledge of theory, principles, or technology of specific discipline or field of specialization. Requires knowledge in fields defined as information technology, computer programming, computer security, computer systems analysis, database management, information systems, Internet applications and development, software development, and related fields.

**Minimum Education:** Bachelor’s Degree

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**Technology Consultant 2**

**Minimum/General Experience:** Must have 2 - 5 years’ experience required in related business functions, and/or related technologies.

**Functional Responsibility:** Consults with client or department heads to define need or problem. Acquires, researches, and studies pertinent data. Analyzes problems to advise on or recommend solutions, utilizing knowledge of theory, principles, or technology of specific discipline or field of specialization. Requires knowledge in fields defined as information technology, computer programming, computer security, computer systems analysis, database management, information systems, Internet applications and development, software development, and related fields.

**Minimum Education:** Bachelor’s Degree

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**Tester**
Minimum/General Experience: Must have 1+ years’ experience required in related business functions, and/or related technologies.

Functional Responsibility: Resources have one or more years’ experience with using technology systems. Candidates have the ability to use common compute functions such as navigating a web-browser, and using MS Office applications including Word, Excel, and PowerPoint. Candidates possess a bachelor’s degree, or a high school diploma and equivalent work experience.

Minimum Education: Bachelor’s Degree

Testing Lead

Minimum/General Experience: Must have 3+ years’ experience required in related business functions, and/or related technologies.

Functional Responsibility: Resources must have 3 or more years of experience with BSM tools, including the design and implementation of the configuration of such tools. Resources have a bachelor’s degree, or a high school diploma with equivalent work experience.

Minimum Education: Bachelor’s Degree

Educational Substitutions for Additional 54151S Labor Categories:

Bachelors = Bachelors (in related field) or 2 years direct experience
Masters = Masters (in related field) or 2 years direct experience

<table>
<thead>
<tr>
<th>Labor Category</th>
<th>GSA Rate w/IFF*</th>
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<tbody>
<tr>
<td>Business Information Requirements Analyst 1</td>
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<td>Business Information Requirements Analyst 2</td>
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<td>Business Information Requirements Analyst 3</td>
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<td>Business Process Reengineering</td>
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<td>Communications Manager</td>
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GSA Pricing
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<th>Position</th>
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*Hourly Rates are the same for both Ordering Activity Site and Contractor Site*