



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

Note: The Van Dyke Technology Group, Inc. wishes to participate under the cooperative purchasing program. The following SINs are available to state and local: 132-51

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

FPDS Code D302 IT Systems Development Services
FPDS Code D306 IT Systems Analysis Services
FPDS Code D307 Automated Information Systems Design and Integration Services
FPDS Code D308 Programming Services
FPDS Code D310 IT Backup and Security Services
FPDS Code D316 IT Network Management Services
FPDS Code D399 Other Information Technology Services, Not Elsewhere Classified

- 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 not 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.

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Contract Number: **GS-35F-0624T**
DUNS: **10-268-2726**

Period Covered by Contract: September 01, 2012 - August 31, 2017

General Services Administration
Federal Supply Service
Pricelist current through Modification PO-0004, dated September 30, 2013.

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

TABLE OF CONTENTS

INFORMATION FOR ORDERING ACTIVITIES APPLICABLE TO ALL SPECIAL ITEM NUMBERS	3
TERMS AND CONDITIONS APPLICABLE TO INFORMATION TECHNOLOGY PROFESSIONAL SERVICES (SPECIAL ITEM 132-51)	10
USA COMMITMENT TO PROMOTE SMALL BUSINESS PARTICIPATION PROCUREMENT PROGRAMS	15
BLANKET PURCHASE AGREEMENT (BPA)	16
BPA FORMAT GUIDELINES	17
CONTRACTOR TEAM ARRANGEMENTS	19
THE VAN DYKE TECHNOLOGY GROUP INC'S LABOR CATEGORY DESCRIPTIONS	20
THE VAN DYKE TECHNOLOGY GROUP INC'S AWARDED PRICING	41

INFORMATION FOR ORDERING ACTIVITIES APPLICABLE TO ALL SPECIAL ITEM NUMBERS

SPECIAL NOTICE TO AGENCIES: Small Business Participation

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

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

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

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

1. GEOGRAPHIC SCOPE OF CONTRACT:

Domestic delivery is delivery within the 48 contiguous states, Alaska, Hawaii, Puerto Rico, Washington, DC, and U.S. Territories. Domestic delivery also includes a port or consolidation point, within the aforementioned areas, for orders received from overseas activities.

Overseas delivery is delivery to points outside of the 48 contiguous states, Washington, DC, Alaska, Hawaii, Puerto Rico, and U.S. Territories.

Offerors are requested to check one of the following boxes:

- The Geographic Scope of Contract will be domestic and overseas delivery. The Geographic Scope of Contract will be overseas delivery only.
 The Geographic Scope of Contract will be domestic delivery only.

For Special Item Number 132-53 Wireless Services ONLY, if awarded, list the limited geographic coverage area:

2. CONTRACTOR'S ORDERING ADDRESS AND PAYMENT INFORMATION:

**The Van Dyke Technology Group, Inc.
6716 Alexander Bell Drive, Suite 210
Columbia, MD 21046**

Contractors are required to accept credit cards for payments equal to or less than the micro-purchase threshold for oral or written delivery orders. Credit cards **will** be acceptable for payment above the micro-purchase threshold. In addition, bank account information for wire transfer payments will be shown on the invoice.

The following telephone number(s) can be used by ordering activities to obtain technical and/or ordering assistance: **443-832-4700**

3. LIABILITY FOR INJURY OR DAMAGE

The Contractor shall not be liable for any injury to ordering activity personnel or damage to ordering

activity property arising from the use of equipment maintained by the Contractor, unless such injury or damage is due to the fault or negligence of the Contractor.

4. STATICAL DATA FOR GOVERNMENT ORDERING OFFICE COMPLETION OF STANDARD FORM 279:

Block 9: G. Order/Modification Under Federal Schedule

Block 16: Data Universal Numbering System (DUNS) Number: **10-268-2726**

Block 30: Type of Contractor - **B. Other Small Business**

Block 31: Woman-Owned Small Business - **Yes**

Block 36: Contractor's Taxpayer Identification Number (TIN): **03-0385275**

4a. CAGE Code: **1XF01**

4b. Contractor **has** registered with the Central Contractor Registration Database.

5. FOB DESTINATION

6. DELIVERY SCHEDULE

a. TIME OF DELIVERY: The Contractor shall deliver to destination within the number of calendar days after receipt of order (ARO), as set forth below:

SPECIAL ITEM NUMBER	DELIVERY TIME (Days ARO)
---------------------	--------------------------

132-51

From date of award to date of completion

b. 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.

SPECIAL ITEM NUMBER	DELIVERY TIME (Days ARO)
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**To be negotiated between contractor and ordering activity.*

7. DISCOUNTS: Prices shown are NET Prices; Basic Discounts have been deducted.

a. Prompt Payment: **1** % - **Net 20** days from receipt of invoice or date of acceptance, whichever is later.

b. Quantity: **NONE**

c. Dollar Volume: **additional 1% on orders over \$250,000**

d. Government Educational Institutions: **Government Educational Institutions are offered the same discounts as all other Government customers.**

e. Other: **NONE**

8. TRADE AGREEMENTS ACT OF 1979, as amended:

All items are U.S. made end products, designated country end products, Caribbean Basin country end products, Canadian end products, or Mexican end products as defined in the Trade Agreements Act of

1979, as amended.

9. STATEMENT CONCERNING AVAILABILITY OF EXPORT PACKING:

10. Small Requirements: The minimum dollar value of orders to be issued is **\$100**.

11. MAXIMUM ORDER (All dollar amounts are exclusive of any discount for prompt payment.)

The Maximum Order value for the following Special Item Numbers (SINs) is \$500,000: Special Item Number 132-51 – Information Technology (IT) Professional Services

12. ORDERING PROCEDURES FOR FEDERAL SUPPLY SCHEDULE CONTRACTS

Ordering activities shall use the ordering procedures of Federal Acquisition Regulation (FAR) 8.405 when placing an order or establishing a BPA for supplies or services. These procedures apply to all schedules.

- a. FAR 8.405-1 Ordering procedures for supplies, and services not requiring a statement of work.
- b. FAR 8.405-2 Ordering procedures for services requiring a statement of work.

13. FEDERAL INFORMATION TECHNOLOGY/TELECOMMUNICATION STANDARDS

REQUIREMENTS: ordering activities acquiring products from this Schedule must comply with the provisions of the Federal Standards Program, as appropriate (reference: NIST Federal Standards Index). Inquiries to determine whether or not specific products listed herein comply with Federal Information Processing Standards (FIPS) or Federal Telecommunication Standards (FED-STDS), which are cited by ordering activities, shall be responded to promptly by the Contractor.

13.1 FEDERAL INFORMATION PROCESSING STANDARDS PUBLICATIONS (FIPS PUBS):

Information Technology products under this Schedule that do not conform to Federal Information Processing Standards (FIPS) should not be acquired unless a waiver has been granted in accordance with the applicable "FIPS Publication." Federal Information Processing Standards Publications (FIPS PUBS) are issued by the U.S. Department of Commerce, National Institute of Standards and Technology (NIST), pursuant to National Security Act. Information concerning their availability and applicability should be obtained from the National Technical Information Service (NTIS), 5285 Port Royal Road, Springfield, Virginia 22161. FIPS PUBS include voluntary standards when these are adopted for Federal use. Individual orders for FIPS PUBS should be referred to the NTIS Sales Office, and orders for subscription service should be referred to the NTIS Subscription Officer, both at the above address, or telephone number (703) 487-4650.

13.2 FEDERAL TELECOMMUNICATION STANDARDS (FED-STDS): Telecommunication products

under this Schedule that do not conform to Federal Telecommunication Standards (FED-STDS) should not be acquired unless a waiver has been granted in accordance with the applicable "FED-STD." Federal Telecommunication Standards are issued by the U.S. Department of Commerce, National Institute of Standards and Technology (NIST), pursuant to National Security Act. Ordering information and information concerning the availability of FED-STDS should be obtained from the GSA, Federal Supply Service, Specification Section, 470 East L'Enfant Plaza, Suite 8100, SW, Washington, DC 20407, telephone number (202)619-8925. Please include a self-addressed mailing label when requesting information by mail. Information concerning their applicability can be obtained by writing or calling the U.S. Department of Commerce, National Institute of Standards and Technology, Gaithersburg, MD 20899, telephone number (301)975-2833.

14. CONTRACTOR TASKS / SPECIAL REQUIREMENTS (C-FSS-370) (NOV 2003)

- (a) Security Clearances: The Contractor may be required to obtain/possess varying levels of security

clearances in the performance of orders issued under this contract. All costs associated with obtaining/possessing such security clearances should be factored into the price offered under the Multiple Award Schedule.

(b) Travel: The Contractor may be required to travel in performance of orders issued under this contract. Allowable travel and per diem charges are governed by Pub .L. 99-234 and FAR Part 31, and are reimbursable by the ordering agency or can be priced as a fixed price item on orders placed under the Multiple Award Schedule. The Industrial Funding Fee does NOT apply to travel and per diem charges.

NOTE: Refer to FAR Part 31.205-46 Travel Costs, for allowable costs that pertain to official company business travel in regards to this contract.

(c) Certifications, Licenses and Accreditations: As a commercial practice, the Contractor may be required to obtain/possess any variety of certifications, licenses and accreditations for specific FSC/service code classifications offered. All costs associated with obtaining/ possessing such certifications, licenses and accreditations should be factored into the price offered under the Multiple Award Schedule program.

(d) Insurance: As a commercial practice, the Contractor may be required to obtain/possess insurance coverage for specific FSC/service code classifications offered. All costs associated with obtaining/possessing such insurance should be factored into the price offered under the Multiple Award Schedule program.

(e) Personnel: The Contractor may be required to provide key personnel, resumes or skill category descriptions in the performance of orders issued under this contract. Ordering activities may require agency approval of additions or replacements to key personnel.

(f) Organizational Conflicts of Interest: Where there may be an organizational conflict of interest as determined by the ordering agency, the Contractor's participation in such order may be restricted in accordance with FAR Part 9.5.

(g) Documentation/Standards: The Contractor may be requested to provide products or services in accordance with rules, regulations, OMB orders, standards and documentation as specified by the agency's order.

(h) Data/Deliverable Requirements: Any required data/deliverables at the ordering level will be as specified or negotiated in the agency's order.

(i) Government-Furnished Property: As specified by the agency's order, the Government may provide property, equipment, materials or resources as necessary.

(j) Availability of Funds: Many Government agencies' operating funds are appropriated for a specific fiscal year. Funds may not be presently available for any orders placed under the contract or any option year. The Government's obligation on orders placed under this contract is contingent upon the availability of appropriated funds from which payment for ordering purposes can be made. No legal liability on the part of the Government for any payment may arise until funds are available to the ordering Contracting Officer.

(k) Overtime: For professional services, the labor rates in the Schedule should not vary by virtue of the Contractor having worked overtime. For services applicable to the Service Contract Act (as identified in the Schedule), the labor rates in the Schedule will vary as governed by labor laws (usually assessed a time and a half of the labor rate).

15. CONTRACT ADMINISTRATION FOR ORDERING ACTIVITIES: Any ordering activity, with respect to any one or more delivery orders placed by it under this contract, may exercise the same rights of termination as might the GSA Contracting Officer under provisions of FAR 52.212-4, paragraphs (l) Termination for the ordering activity's convenience, and (m) Termination for Cause (See C.1.)

16. GSA ADVANTAGE!

GSA Advantage! is an on-line, interactive electronic information and ordering system that provides on-line access to vendors' schedule prices with ordering information. GSA Advantage! will allow the user to perform various searches across all contracts including, but not limited to:

- (1) Manufacturer;
- (2) Manufacturer's Part Number; and
- (3) Product categories.

Agencies can browse GSA Advantage! by accessing the Internet World Wide Web utilizing a browser (ex.: NetScape). The Internet address is <http://www.fss.gsa.gov/>.

17. PURCHASE OF OPEN MARKET ITEMS

NOTE: Open Market Items are also known as incidental items, noncontract items, non-Schedule items, and items not on a Federal Supply Schedule contract. ODCs (Other Direct Costs) are not part of this contract and should be treated as open market purchases. Ordering Activities procuring open market items must follow FAR 8.402(f).

For administrative convenience, an ordering activity contracting officer may add items not on the Federal Supply Multiple Award Schedule (MAS) -- referred to as open market items -- to a Federal Supply Schedule blanket purchase agreement (BPA) or an individual task or delivery order, **only if-**

- (1) All applicable acquisition regulations pertaining to the purchase of the items not on the Federal Supply Schedule have been followed (e.g., publicizing (Part 5), competition requirements (Part 6), acquisition of commercial items (Part 12), contracting methods (Parts 13, 14, and 15), and small business programs (Part 19));
- (2) The ordering activity contracting officer has determined the price for the items not on the Federal Supply Schedule is fair and reasonable;
- (3) The items are clearly labeled on the order as items not on the Federal Supply Schedule; and
- (4) All clauses applicable to items not on the Federal Supply Schedule are included in the order.

18. CONTRACTOR COMMITMENTS, WARRANTIES AND REPRESENTATIONS

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

- (1) Time of delivery/installation quotations for individual orders;
- (2) Technical representations and/or warranties of products concerning performance, total system performance and/or configuration, physical, design and/or functional characteristics and capabilities of a product/equipment/ service/software package submitted in response to requirements which result in orders under this schedule contract.
- (3) Any representations and/or warranties concerning the products made in any literature, description, drawings and/or specifications furnished by the Contractor.

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

19. OVERSEAS ACTIVITIES

The terms and conditions of this contract shall apply to all orders for installation, maintenance and repair of equipment in areas listed in the pricelist outside the 48 contiguous states and the District of Columbia, except as indicated below:

NOT APPLICABLE

Upon request of the Contractor, the ordering activity may provide the Contractor with logistics support, as available, in accordance with all applicable ordering activity regulations. Such ordering activity support will be provided on a reimbursable basis, and will only be provided to the Contractor's technical personnel whose services are exclusively required for the fulfillment of the terms and conditions of this contract.

20. BLANKET PURCHASE AGREEMENTS (BPAs)

The use of BPAs under any schedule contract to fill repetitive needs for supplies or services is allowable. BPAs may be established with one or more schedule contractors. The number of BPAs to be established is within the discretion of the ordering activity establishing the BPA and should be based on a strategy that is expected to maximize the effectiveness of the BPA(s). Ordering activities shall follow FAR 8.405-3 when creating and implementing BPA(s).

21. CONTRACTOR TEAM ARRANGEMENTS

Contractors participating in contractor team arrangements must abide by all terms and conditions of their respective contracts. This includes compliance with Clauses 552.238-74, Industrial Funding Fee and Sales Reporting, i.e., each contractor (team member) must report sales and remit the IFF for all products and services provided under its individual contract.

23. INSTALLATION, DEINSTALLATION, REINSTALLATION

The Davis-Bacon Act (40 U.S.C. 276a-276a-7) provides that contracts in excess of \$2,000 to which the United States or the District of Columbia is a party for construction, alteration, or repair (including painting and decorating) of public buildings or public works with the United States, shall contain a clause that no laborer or mechanic employed directly upon the site of the work shall received less than the prevailing wage rates as determined by the Secretary of Labor. The requirements of the Davis-Bacon Act do not apply if the construction work is incidental to the furnishing of supplies, equipment, or services. For example, the requirements do not apply to simple installation or alteration of a public building or public work that is incidental to furnishing supplies or equipment under a supply contract. However, if the construction, alteration or repair is segregable and exceeds \$2,000, then the requirements of the Davis- Bacon Act applies.

The ordering activity issuing the task order against this contract will be responsible for proper administration and enforcement of the Federal labor standards covered by the Davis-Bacon Act. The proper Davis-Bacon wage determination will be issued by the ordering activity at the time a request for quotations is made for applicable construction classified installation, deinstallation, and reinstallation services under SIN 132-8.

23. SECTION 508 COMPLIANCE.

If applicable, Section 508 compliance information on the supplies and services in this contract are available in Electronic and Information Technology (EIT) at the following: www.vdtg.com

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

24. PRIME CONTRACTOR ORDERING FROM FEDERAL SUPPLY SCHEDULES.

Prime Contractors (on cost reimbursement contracts) placing orders under Federal Supply Schedules, on behalf of an ordering activity, shall follow the terms of the applicable schedule and authorization and include with each order –

- (a) A copy of the authorization from the ordering activity with whom the contractor has the prime contract (unless a copy was previously furnished to the Federal Supply Schedule contractor);

and

- (b) The following statement:

This order is placed under written authorization from _____ dated _____. In the event of any inconsistency between the terms and conditions of this order and those of your Federal Supply Schedule contract, the latter will govern.

25. INSURANCE—WORK ON A GOVERNMENT INSTALLATION (JAN 1997)(FAR 52.228-5)

- (a) The Contractor shall, at its own expense, provide and maintain during the entire performance of this contract, at least the kinds and minimum amounts of insurance required in the Schedule or elsewhere in the contract.
- (b) Before commencing work under this contract, the Contractor shall notify the Contracting Officer in writing that the required insurance has been obtained. The policies evidencing required insurance shall contain an endorsement to the effect that any cancellation or any material change adversely affecting the Government's interest shall not be effective—
- (1) For such period as the laws of the State in which this contract is to be performed prescribe; or
 - (2) Until 30 days after the insurer or the Contractor gives written notice to the Contracting Officer, whichever period is longer.
- (c) The Contractor shall insert the substance of this clause, including this paragraph (c), in subcontracts under this contract that require work on a Government installation and shall require subcontractors to provide and maintain the insurance required in the Schedule or elsewhere in the contract. The Contractor shall maintain a copy of all subcontractors' proofs of required insurance, and shall make copies available to the Contracting Officer upon request.

26. SOFTWARE INTEROPERABILITY.

Offerors are encouraged to identify within their software items any component interfaces that support open standard interoperability. An item's interface may be identified as interoperable on the basis of participation in a Government agency-sponsored program or in an independent organization program. Interfaces may be identified by reference to an interface registered in the component registry located at <http://www.core.gov>.

27. ADVANCE PAYMENTS

A payment under this contract to provide a service or deliver an article for the United States Government may not be more than the value of the service already provided or the article already delivered. Advance or pre-payment is not authorized or allowed under this contract. (31 U.S.C. 3324)

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

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

- a. The Contracting Officer may, at any time, by written order to the Contractor, require the Contractor to stop all, or any part, of the work called for by this contract for a period of 90 days after the order is delivered to the Contractor, and for any further period to which the parties may agree. The order shall be specifically identified as a stop-work order issued under this clause. Upon receipt of the order, the Contractor shall immediately comply with its terms and take all reasonable steps to minimize the incurrence of costs allocable to the work covered by the order during the period of work stoppage. Within a period of 90 days after a stop-work is delivered to the Contractor, or within any extension of that period to which the parties shall have agreed, the Contracting Officer shall either-
 - (1) Cancel the stop-work order; or
 - (2) Terminate the work covered by the order as provided in the Default, or the Termination for Convenience of the Government, clause of this contract.
- b. If a stop-work order issued under this clause is canceled or the period of the order or any extension thereof expires, the Contractor shall resume work. The Contracting Officer shall make an equitable adjustment in the delivery schedule or contract price, or both, and the contract shall be modified, in writing, accordingly, if-
 - (1) The stop-work order results in an increase in the time required for, or in the Contractor's cost properly allocable to, the performance of any part of this contract; and
 - (2) The Contractor asserts its right to the adjustment within 30 days after the end of the period of work stoppage; provided, that, if the Contracting Officer decides the facts justify the action, the Contracting Officer may receive and act upon the claim submitted at any time before final payment under this contract.
- c. If a stop-work order is not canceled and the work covered by the order is terminated for the convenience of the Government, the Contracting Officer shall allow reasonable costs resulting from the stop-work order in arriving at the termination settlement.
- d. If a stop-work order is not canceled and the work covered by the order is terminated for default, the Contracting Officer shall allow, by equitable adjustment or otherwise, reasonable costs resulting from the stop-work order.

6. INSPECTION OF SERVICES

In accordance with FAR 52.212-4 CONTRACT TERMS AND CONDITIONS--COMMERCIAL ITEMS (MAR 2009) (DEVIATION I - FEB 2007) for Firm-Fixed Price orders and FAR 52.212-4 CONTRACT TERMS AND CONDITIONS, COMMERCIAL ITEMS (MAR 2009) (ALTERNATE I OCT 2008)

(DEVIATION I – FEB 2007) applies to Time-and-Materials and Labor-Hour Contracts orders placed under this contract.

7. RESPONSIBILITIES OF THE CONTRACTOR

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

8. RESPONSIBILITIES OF THE ORDERING ACTIVITY

Subject to security regulations, the ordering activity shall permit Contractor access to all facilities necessary to perform the requisite IT/IAM 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/IAM 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/IAM PROFESSIONAL SERVICES AND PRICING

- a. The Contractor shall provide a description of each type of IT/IAM Service offered under Special Item Numbers 132-51 IT/IAM 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/IAM Professional Services shall be in accordance with the Contractor's customary commercial practices; e.g., hourly rates, monthly rates, term rates, and/or fixed prices, minimum general experience and minimum education.

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

EXAMPLE: Commercial Job Title: System Engineer

Minimum/General Experience: Three (3) years of technical experience which applies to systems analysis and design techniques for complex computer systems. Requires competence in all phases of systems analysis techniques, concepts and methods; also requires knowledge of available hardware, system software, input/output devices, structure and management practices.

Functional Responsibility: Guides users in formulating requirements, advises alternative approaches, conducts feasibility studies.

Minimum Education: Bachelor's Degree in Computer Science

USA COMMITMENT TO PROMOTE SMALL BUSINESS PARTICIPATION PROCUREMENT PROGRAMS

PREAMBLE

(Name of Company) 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 (Insert Company Point of contact, phone number, e-mail address, fax number).

**BEST VALUE
BLANKET PURCHASE AGREEMENT
FEDERAL SUPPLY SCHEDULE**

(Insert Customer Name)

In the spirit of the Federal Acquisition Streamlining Act (ordering activity) and (Contractor) 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
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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.

**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.

**THE VAN DYKE TECHNOLOGY GROUP
LABOR CATEGORY DESCRIPTIONS**

1. Network Engineer L1

Minimum/General Experience: 2 years general experience or substantive experience in complex network engineering and configuration problems.

Functional Responsibility: Contributes to execution of the installation, acceptance testing, or operation of a prototype or developed system network or its components; or operates within an experimental laboratory for the testing and/or integration of information technology products and systems; or is responsible for configuration management and deployment support of network systems or components. Experience may include the monitoring of network hardware operations and performing assessments of results to ensure properly set configuration options and achievement of performance objectives; contributes to implementation of enhancements and upgrades to network. Installs and tests network hardware. Advises network users of hardware requirements, configurations, and limitations and isolates, resolves, or circumvents network problems. Provides support in design, installation and acceptance testing of complex secure network environments. Applies the principles of assessing and analyzing network transmission performance data to resolve performance issues.

Minimum Education: A Bachelor’s degree in a technical discipline with 2 years general experience or substantive experience in complex network engineering and configuration problems. A non-technical degree and one additional year of general experience or one additional year of applied technical experience may be substituted for a technical Bachelor’s degree. Ph.D. in a technical field and substantive experience in complex network engineering and configuration problems; or a Master’s degree in a technical field and substantive experience in complex network engineering and configuration problems represent alternative qualifications.

Educational Level	No Degree	AD	BS/BA	MS/MA	Ph.D.
Degree Specialty	N/A	Technology	Technology	Technology	Technology
Years of Experience	6 Yrs.	4 Yrs.	2 Yrs.	Substantive.	Substantive
Technical Certification	MCSE or CCNA desirable	MCSE or CCNA desirable	N/A	N/A	N/A

2. Network Engineer L3

Minimum/General Experience: 4 years general experience or substantive experience in complex network engineering and configuration problems.

Functional Responsibility: Designs and executes the installation, acceptance testing, or operation of a prototype or developed system network or its components; or operates within an experimental laboratory for the testing and/or integration of information technology products and systems; or is responsible for configuration management and deployment support of network systems or components. Experience may include the monitoring of network hardware operations and performing assessments of results to ensure properly set configuration options and achievement of performance objectives; contributes to implementation of enhancements and upgrades to network; and contributes to cost/benefit studies to recommend best-value enhancements. Directs installation and testing of network hardware. Advises

network users of hardware requirements, configurations, and limitations and isolates, resolves, or circumvents network problems. Provides support in design, installation and acceptance testing of complex secure network environments. Applies the principles of assessing and analyzing network transmission performance data to resolve performance issues.

Minimum Education: A Bachelor’s degree in a technical discipline with 4 years general experience or substantive experience in complex network engineering and configuration problems. A non-technical degree and one additional year of experience or two additional years experience may be substituted for a technical Bachelor’s degree. Ph.D. in a technical field and substantive experience in complex network engineering and configuration problems; or a Master’s degree in a technical field and 3 years general experience or substantive experience in complex network engineering and configuration problems represent alternative qualifications.

Educational Level	No Degree	AD	BS/BA	MS/MA	Ph.D.
Degree Specialty	N/A	Technology	Technology	Technology	Technology
Years of Experience	8 Yrs.	6 Yrs.	4 Yrs.	Substantive	Substantive.
Technical Certification	MCSE or CCNA	MCSE or CCNA	N/A	N/A	N/A

3. Network Engineer L4

Minimum/General Experience: 6 years experience or 3 years experience including experience in complex network engineering and configuration problems.

Functional Responsibility: Designs and executes the installation, acceptance testing, or operation of a prototype or developed system network or its components; or operates within an experimental laboratory for the testing and/or integration of information technology products and systems; or is responsible for configuration management and deployment support of network systems or components. Experience may include the monitoring of network hardware operations and performing assessments of results to ensure properly set configuration options and achievement of performance objectives; contributes to implementation of enhancements and upgrades to network; and contributes to cost/benefit studies to recommend best-value enhancements. Directs installation and testing of network hardware. Advises network users of hardware requirements, configurations, and limitations and isolates, resolves, or circumvents network problems. Provides support in design, installation and acceptance testing of complex secure network environments. Applies the principles of assessing and analyzing network transmission performance data to resolve performance issues.

Minimum Education: A Bachelor’s degree in a technical discipline with 6 years general experience or 3 years experience including experience in complex network engineering and configuration problems. A non-technical degree and one additional year of experience or two additional years experience may be substituted for a technical Bachelor’s degree. Ph.D. in a technical field and 2 years general experience or substantive experience in complex network engineering and configuration problems or a Master’s degree in a technical field and 4 years general experience or 2 years experience including experience in complex network engineering and configuration problems represent alternative qualifications.

Educational Level	No Degree	AD	BS/BA	MS/MA	Ph.D.
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Degree Specialty	N/A	Technology	Technology	Technology	Technologyl
Years of Experience	10 Yrs.	8 Yrs.	6 Yrs.	4 Yrs.	2 Yrs.
Technical Certification	MCSE or CCNA	MCSE or CCNA	N/A	N/A	N/A

4. Network Engineer L5

Minimum/General Experience: 7 years general experience or 4 years experience including experience in complex network engineering and configuration problems.

Functional Responsibility: Supervises, designs, and coordinates the installation, acceptance testing, or operation of a prototype or developed system network or its components; or supervises/operates within an experimental laboratory for the testing and/or integration of information technology products and systems; or is responsible for configuration management and deployment support of network systems or components. Experience may include the monitoring of network hardware operations and performing assessments of results to ensure properly set configuration options and achievement of performance objectives; planning implementation of enhancements and upgrades to network; and performing cost/benefit studies to recommend best-value enhancements. Directs acquisition, installation, and testing of network hardware. Advises network users of hardware requirements, configurations, and limitations and isolates, resolves, or circumvents network problems. Provides leadership in design, installation and acceptance testing of complex secure network environments. Applies the principles of assessing and analyzing network transmission performance data to resolve performance issues.

Minimum Education: A Bachelor's degree in a technical discipline with 7 years general experience or 4 years experience including experience in complex network engineering and configuration problems. A non-technical degree and one additional year of experience or two additional years experience may be substituted for a technical Bachelor's degree. Ph.D. in a technical field and 3 years general experience or substantive experience in complex network engineering and configuration problems and some team management or a Master's degree in a field and 5 years general experience or 3 years experience including experience in complex network engineering and configuration problems and some team management represent alternative qualifications.

Educational Level	No Degree	AD	BS/BA	MS/MA	Ph.D.
Degree Specialty	N/A	Technology	Technology	Technology	General
Years of Experience	11 Yrs.	9 Yrs.	7 Yrs.	5 Yrs.	3 Yrs.
Technical Certification	MCSE or CCNA	MCSE or CCNA	N/A	N/A	N/A

5. Project Assistant L1

Minimum/General Experience: Knowledge of word processing, spreadsheet, presentation, and some database programs. Additional working knowledge of desktop publishing programs and program requirements, policies, and procedures.

Functional Responsibility: Provides routine administrative support to a project. Works closely with Project Managers. Support to a project team includes, but is not limited to, team and project scheduling,

document development and management, document librarian functions, desktop publishing, and visitor control. Provides task administration capabilities including, but not limited to, task reporting and documentation, task financial management and budgeting support, and task staffing and personnel requirement needs. Participates in special projects as required.

Minimum Education: High School graduate with 2 years administrative experience. Knowledge of word processing, spreadsheet, presentation, and some database programs. Additional working knowledge of desktop publishing programs and program requirements, policies, and procedures.

Educational Level	No Degree	AD	BS/BA	MS/MA
Degree Specialty	N/A	N/A	N/A	N/A
Years of Experience	2 Yrs.	N/A.	N/A	N/A
Technical Certification	N/A	N/A	N/A	N/A

6. Project Manager L1

Minimum/General Experience: 4 years general experience with 2 years direct program or project management experience.

Functional Responsibility: Provides overall management of a technical, engineering, or business performance improvement program. Employs a wide spectrum of disciplines for the planning, analysis, design, implementation and support of assigned program tasks. Oversees development of analytical methodologies and technical applications to facilitate program solution development. Directs enterprise-wide strategic business and information systems planning and analysis. Identifies all task responsibilities, manages project timeline and workflow, and manages on-site client engagement responsibilities in addition to liaising between client and corporate management teams. Provides expertise in understanding program requirements and the tasks required to meet program objectives. Reviews and evaluates all work performed. Manages and allocates human, technical, capital resources available and required to meet program objectives.

Minimum Education: Bachelor's degree in a technical, business management, or business operations field and 6 years general experience with 2 years direct program or project management experience. Ph.D. in a technical or related business field and 2 years general experience or a Master's degree in a technical or related business field and 4 years general experience with some direct program or project management experience represent alternative qualifications.

Educational Level	No Degree	AD	BS/BA	MS/MA	Ph.D.
Degree Specialty	N/A	Technology	Business	General	General
Years of Experience	10 Yrs.	8 Yrs.	6 Yrs.	4 Yrs.	2 Yrs.
Technical Certification	N/A	N/A	N/A	N/A	N/A

7. System Consultant L1

Minimum/General Experience: 6 years general experience or substantive experience including specific

technical or business expertise and client relationship experience.

Functional Responsibility: Provides technical or business process capabilities for a given project task. Applies a broad spectrum of functional and technical capabilities to the planning, analysis, design, implementation and support of said task. Performs functional area strategic systems and/or business process planning and analysis. Develops analytical and computational techniques and methodologies to support the development of client solutions. Performs business process and/or critical information flow modeling and analysis. Supports the development of solutions to facilitate technology insertion and strategic solution migration and implementation planning. Supports Program Manager in task identification and management. Specific areas of expertise include information systems design and engineering, enterprise systems architecture, information security and assurance, or integrated business operations planning and reengineering.

Minimum Education: Bachelor’s degree in a technical, business management, or business operations field and 6 years general experience or substantive experience including specific technical or business expertise and client relationship experience. Ph.D. in a technical or related business field and 2 years general experience or substantive experience including specific technical or business expertise and client relationship experience or a Master’s degree in a technical or related business field and 4 years general experience or substantive experience including specific technical or business expertise and client relationship experience represent alternative qualifications.

Educational Level	No Degree	AD	BS/BA	MS/MA	Ph.D.
Degree Specialty	N/A	Technology	Technology	Technology	General
Years of Experience	10 Yrs.	8 Yrs.	6 Yrs.	4 Yrs.	2 Yrs.
Technical Certification	N/A	N/A	N/A	N/A	N/A

8. System Consultant L2

Minimum/General Experience: 7 years general experience or 3 years experience including specific technical or business expertise and client relationship experience.

Functional Responsibility: Provides technical or business process capabilities for a given project task. Applies a broad spectrum of functional and technical capabilities to the planning, analysis, design, implementation and support of said task. Performs functional area strategic systems and/or business process planning and analysis. Develops analytical and computational techniques and methodologies to support the development of client solutions. Performs business process and/or critical information flow modeling and analysis. Supports the development of solutions to facilitate technology insertion and strategic solution migration and implementation planning. Supports Program Manager in task identification and management. Specific areas of expertise include information systems design and engineering, enterprise systems architecture, information security and assurance, or integrated business operations planning and reengineering.

Minimum Education: Bachelor’s degree in a technical, business management, or business operations field and 7 years general experience or 3 years experience including specific technical or business expertise and client relationship experience. Ph.D. in a technical or related business field and 3 years general experience or substantive experience including specific technical or business expertise and client relationship experience or a Master’s degree in a technical or related business field and 5 years

general experience or 2 years experience including specific technical or business expertise and client relationship experience represent alternative qualifications.

Educational Level	No Degree	AD	BS/BA	MS/MA	Ph.D.
Degree Specialty	N/A	Technology	Technology	Technology	General
Years of Experience	11 Yrs.	9 Yrs.	7 Yrs.	5 Yrs.	3 Yrs.
Technical Certification	N/A	N/A	N/A	N/A	N/A

9. System Consultant L3

Minimum/General Experience: 9 years general experience or 5 years experience including specific technical or business expertise and client relationship experience.

Functional Responsibility: Provides technical or business process expertise for one or more project tasks. Applies a broad spectrum of functional and technical capabilities to the planning, analysis, design, implementation and support of project related tasks. Performs enterprise wide strategic systems and/or business process planning and analysis. Develops analytical and computational techniques and methodologies to support the development of client solutions. Performs business process and/or critical information flow modeling and analysis. Develops solutions to facilitate technology insertion and strategic solution migration and implementation planning. May perform a quality assurance role. Supports Program Manager in task identification and management. Specific areas of expertise include information systems design and engineering, enterprise systems architecture, information security and assurance, or integrated business operations planning and reengineering.

Minimum Education: Bachelor’s degree in a technical, business management, or business operations field and 9 years general experience or 5 years experience including specific technical or business expertise and client relationship experience. Ph.D. in a technical or related business field and 5 years general experience or 2 years experience including specific technical or business expertise and client relationship experience or a Master’s degree in a technical or related business field and 7 years general experience or 4 years experience including specific technical or business expertise and client relationship experience represent alternative qualifications.

Educational Level	No Degree	AD	BS/BA	MS/MA	Ph.D.
Degree Specialty	N/A	Technology	Technology	Technology	General
Years of Experience	13 Yrs.	11 Yrs.	9 Yrs.	7 Yrs.	5 Yrs.
Technical Certification	N/A	N/A	N/A	N/A	N/A

10. System Consultant L4

Minimum/General Experience: 10 years general experience or 6 years experience including specific technical or business expertise and client relationship experience.

Functional Responsibility: Provides technical or business process expertise for one or more project tasks. Applies a broad spectrum of functional and technical capabilities to the planning, analysis, design, implementation and support of project related tasks. Performs enterprise wide strategic systems and/or business process planning and analysis. Develops analytical and computational techniques and

methodologies to support the development of client solutions. Performs business process and/or critical information flow modeling and analysis. Develops process optimization solutions to facilitate technology insertion and strategic solution migration and implementation planning. May perform a quality assurance role. Supports Program Manager in task identification and management. Specific areas of expertise include information systems design and engineering, enterprise systems architecture, information security and assurance, or integrated business operations planning and reengineering.

Minimum Education: Bachelor’s degree in a technical, business management, or business operations field and 10 years general experience or 6 years experience including specific technical or business expertise and client relationship experience. Ph.D. in a technical or related business field and 6 years general experience or 3 years experience including specific technical or business expertise and client relationship experience or a Master’s degree in a technical or related business field and 8 years general experience or 5 years experience including specific technical or business expertise and client relationship experience represent alternative qualifications.

Educational Level	No Degree	AD	BS/BA	MS/MA	Ph.D.
Degree Specialty	N/A	Technology	Technology	Technology	General
Years of Experience	14 Yrs.	12 Yrs.	10 Yrs.	8 Yrs.	6 Yrs.
Technical Certification	N/A	N/A	N/A	N/A	N/A

11. Systems Engineer L1

Minimum/General Experience: 2 years general experience or substantive experience in complex system engineering problems.

Functional Responsibility: Under general supervision, performs system engineering activities for challenging information technology programs. Applies formal functional and empirical analysis related to the design of complex enterprise systems and networks, performance management, capacity planning, testing and validation, benchmarking and information exchange. Applies systematic methods to the resolution of work/process flow problems and system organization and architecture. Contributes technical detail to the development of documentation detailing system specifications and integration progress. Supports senior systems engineers and program managers, as necessary. Knowledge of operating systems with experience in the design, development, testing and integration of large programs. Familiar with the process of applying enterprise performance criteria to the measurement and design of systems. Ability to execute system engineering in line with system and performance standards established by consultants and senior systems engineers. Familiar with enterprise network protocols and operating standards.

Minimum Education: A Bachelor’s degree in a technical discipline with 2 years general experience or substantive experience in complex system engineering problems. A non- technical degree and one additional year of experience or two additional years experience may be substituted for a technical Bachelor’s degree. A Ph.D. or Master’s degree in a technical field with some applied experience will be considered alternative qualifications.

Educational Level	No Degree	AD	BS/BA	MS/MA	Ph.D.
Degree Specialty	N/A	Technology	Technology	Technology	Technology
Years of Experience	6 Yrs.	4 Yrs.	2 Yrs.	Some	Some

Technical Certification	MCSE desirable	N/A	N/A	N/A	N/A
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12. Systems Engineer L2

Minimum/General Experience: 4 years general experience or substantive experience in complex system engineering problems.

Functional Responsibility: Performs system engineering activities for challenging information technology programs. Applies formal functional and empirical analysis related to the design of complex enterprise systems and networks, performance management, capacity planning, testing and validation, benchmarking and information exchange. Applies systematic methods to the resolution of work/process flow problems and system organization and architecture. Contributes technical detail to the development of documentation detailing system specifications and integration progress. Coordinates activities with other system engineers assigned to specific technical tasks and supports senior systems engineers and program managers, as necessary. Knowledge of operating systems with experience in the design, development, testing and integration of large programs. Familiar with the process of applying enterprise performance criteria to the measurement and design of systems. Familiar with enterprise network protocols and operating standards.

Minimum Education: A Bachelor’s degree in a technical discipline with 4 years general experience or substantive experience in complex system engineering problems. A non- technical degree and one additional year of experience or two additional years experience may be substituted for a technical Bachelor’s degree. A Ph.D. or Master’s degree in a technical field with some applied experience will be considered alternative qualifications.

Educational Level	No Degree	AD	BS/BA	MS/MA	Ph.D.
Degree Specialty	N/A	Technology	Technology	Technology	Technology
Years of Experience	8 Yrs.	6 Yrs.	4 Yrs.	Some	Some
Technical Certification	MCSE desirable	N/A	N/A	N/A	N/A

13. Systems Engineer L3

Minimum/General Experience: 7 years general experience or 4 years experience including experience in complex system engineering problems.

Functional Responsibility: Designs and executes system engineering activities for challenging information technology programs. Applies formal functional and empirical analysis related to the design of complex enterprise systems and networks, performance management, capacity planning, testing and validation, benchmarking and information exchange. Applies systematic methods to the resolution of work/process flow problems and system organization and architecture. Analyzes and contributes technical documentation detailing system specifications and system integration plans. Coordinates with other system engineers assigned to specific technical tasks and supports senior systems engineers and program managers, as necessary. Knowledge of operating systems with experience in the design, development, testing and integration of large programs. Familiar with the process of applying enterprise performance criteria to the measurement and design of systems. Familiar with enterprise network protocols and operating standards.

Minimum Education: A Bachelor’s degree in a technical discipline with 7 years general experience or 4 years experience including experience in complex system engineering problems. A non-technical degree and one additional year of experience or two additional years experience may be substituted for a technical Bachelor’s degree. Ph.D. in a technical or related business field and 3 years general experience or substantive experience in complex system engineering problems or a Master’s degree in a technical or related business field and 5 years general experience or 3 years experience including experience in complex system engineering problems represent alternative qualifications.

Educational Level	No Degree	AD	BS/BA	MS/MA	Ph.D.
Degree Specialty	N/A	Technology	Technology	Technology	Technology
Years of Experience	11 Yrs.	9 Yrs.	7 Yrs.	5 Yrs.	3 Yrs.
Technical Certification	MCSE	N/A	N/A	N/A	N/A

14. Systems Engineer L4

Minimum/General Experience: 9 years general experience or 6 years experience including experience in complex system engineering problems.

Functional Responsibility: Designs and executes system engineering activities for challenging information technology programs. Applies formal functional and empirical analysis related to the design of complex enterprise systems and networks, performance management, capacity planning, testing and validation, benchmarking and information exchange. Applies systematic methods to the resolution of work/process flow problems and system organization and architecture. Analyzes and contributes technical documentation detailing system specifications and system integration plans. Contributes to technical standards and performance criteria for system design and operation. Coordinates with other system engineers assigned to specific technical tasks and supports senior systems engineers and program managers, as necessary. Knowledge of operating systems with experience in the design, development, testing and integration of large programs. Familiar with the process of applying enterprise performance criteria to the measurement and design of systems. Familiar with enterprise network protocols and operating standards.

Minimum Education: A Bachelor’s degree in a technical discipline with 9 years general experience or 6 years experience including experience in complex system engineering problems. A non-technical degree and one additional year of experience or two additional years experience may be substituted for a technical Bachelor’s degree. Ph.D. in a technical or related business field and 5 years general experience or 3 years experience including experience in complex system engineering problems or a Master’s degree in a technical or related business field and 7 years general experience or 5 years experience including experience in complex system engineering problems represent alternative qualifications.

Educational Level	No Degree	AD	BS/BA	MS/MA	Ph.D.
Degree Specialty	N/A	Technology	Technology	Technology	Technology
Years of Experience	13 Yrs.	11 Yrs.	9 Yrs.	7 Yrs.	5 Yrs.
Technical Certification	MCSE	N/A	N/A	N/A	N/A

15. Systems Engineer L5

Minimum/General Experience: 11 years general experience or 8 years experience including experience in complex system engineering problems.

Functional Responsibility: Acts as a lead in defining and executing system engineering activities for challenging information technology programs. Applies formal functional and empirical analysis related to the design of complex enterprise systems and networks, performance management, capacity planning, testing and validation, benchmarking and information exchange. Applies systematic methods to the resolution of work/process flow problems and system organization and architecture. Analyzes and develops technical documentation detailing system specifications and system integration plans. Develops technical standards and performance criteria for system design and operation. Coordinates activities of system engineers assigned to specific technical tasks and supports program managers and consultants as necessary. Knowledge of operating systems with experience in the design, development, testing and integration of large programs. Familiar with the process of applying enterprise performance criteria to the measurement and design of systems. Familiar with enterprise network protocols and operating standards.

Minimum Education: A Bachelor’s degree in a technical discipline with 11 years general experience or 8 years experience including experience in complex system engineering problems. A non-technical degree and one additional year of experience or two additional years experience may be substituted for a technical Bachelor’s degree. Ph.D. in a technical or related business field and 7 years general experience or 5 years experience including experience in complex system engineering problems or a Master’s degree in a technical or related business field and 9 years general experience or 7 years experience including experience in complex system engineering problems represent alternative qualifications.

Educational Level	No Degree	AD	BS/BA	MS/MA	Ph.D.
Degree Specialty	N/A	Technology	Technology	Technology	Technology
Years of Experience	15 Yrs.	13 Yrs.	11 Yrs.	9 Yrs.	7 Yrs.
Technical Certification	MCSE	N/A	N/A	N/A	N/A

16. Security Engineer L1

Minimum/General Experience: 2 years general experience or substantive experience in complex security engineering problems.

Functional Responsibility: Defines and executes security engineering activities for challenging information technology programs. Applies formal functional and empirical analysis related to securing complex enterprise systems and networks, performance assurance, security testing and validation, security benchmarking and information exchange. Analyzes and contributes to the development of technical documentation detailing system security specifications for enterprise systems and networks. Coordinates with other security engineers assigned to specific technical tasks and supports senior security engineers and program managers, as necessary. Assists with the vulnerability and risk analyses of computer systems and applications during all phases of the system development lifecycle. Knowledge of security standards and directives with experience in the design, development, testing and integration of large programs. Familiar with enterprise network protocols and operating standards.

Minimum Education: A Bachelor’s degree in a technical discipline with 2 years general experience or substantive experience in complex security engineering problems. A non- technical degree and one additional year of experience or two additional years experience may be substituted for a technical

Bachelor's degree. A Ph.D. or Master's degree in a technical field with some applied experience will be considered alternative qualifications.

Educational Level	No Degree	AD	BS/BA	MS/MA	Ph.D.
Degree Specialty	N/A	Technology	Technology	Technology	General
Years of Experience	6 Yrs.	4 Yrs.	2 Yrs.	Some	Some
Technical Certification	CISSP desirable	CISSP desirable	N/A	N/A	N/A

17. Security Engineer L2

Minimum/General Experience: 4 years general experience or substantive experience in complex security engineering problems.

Functional Responsibility: Defines and executes security engineering activities for challenging information technology programs. Applies formal functional and empirical analysis related to securing complex enterprise systems and networks, performance assurance, security testing and validation, security benchmarking and information exchange. Analyzes and contributes to the development of technical documentation detailing system security specifications for enterprise systems and networks. Coordinates with other security engineers assigned to specific technical tasks and supports senior security engineers and program managers, as necessary. Assists with the vulnerability and risk analyses of computer systems and applications during all phases of the system development lifecycle. Knowledge of security standards and directives with experience in the design, development, testing and integration of large programs. Familiar with enterprise network protocols and operating standards.

Minimum Education: A Bachelor's degree in a technical discipline with 4 years general experience or substantive experience in complex security engineering problems. A non-technical degree and one additional year of experience or two additional years experience may be substituted for a technical Bachelor's degree. A Ph.D. or Master's degree in a technical field with some applied experience will be considered alternative qualifications.

Educational Level	No Degree	AD	BS/BA	MS/MA	Ph.D.
Degree Specialty	N/A	Technology	Technology	Technology	General
Years of Experience	8 Yrs.	6 Yrs.	4 Yrs.	Some	Some
Technical Certification	CISSP desirable	CISSP desirable	N/A	N/A	N/A

18. Security Engineer L3

Minimum/General Experience: 7 years general experience or 4 years experience including experience in complex security engineering problems.

Functional Responsibility: Defines and executes security engineering activities for challenging information technology programs. Applies formal functional and empirical analysis related to securing complex enterprise systems and networks, performance assurance, security testing and validation, security benchmarking and information exchange. Analyzes and contributes to the development of technical

documentation detailing system security specifications for enterprise systems and networks. Coordinates with other security engineers assigned to specific technical tasks and supports senior security engineers and program managers, as necessary. Assists with the vulnerability and risk analyses of computer systems and applications during all phases of the system development lifecycle. Knowledge of security standards and directives with experience in the design, development, testing and integration of large programs. Familiar with enterprise network protocols and operating standards.

Minimum Education: A Bachelor’s degree in a technical discipline with 7 years general experience or 4 years experience including experience in complex security engineering problems. A non-technical degree and one additional year of experience or two additional years experience may be substituted for a technical Bachelor’s degree. Ph.D. in a technical or related business field and 3 years general experience or substantive experience in complex security engineering problems or a Master’s degree in a technical or related business field and 5 years general experience or 3 years experience including experience in complex security engineering problems represent alternative qualifications.

Educational Level	No Degree	AD	BS/BA	MS/MA	Ph.D.
Degree Specialty	N/A	Technology	Technology	Technology	Technology
Years of Experience	11 Yrs.	9 Yrs.	7 Yrs.	5 Yrs.	3 Yrs.
Technical Certification	CISSP	CISSP	N/A	N/A	N/A

19. Security Engineer L4

Minimum/General Experience: 9 years general experience or 6 years experience including experience in complex security engineering problems.

Functional Responsibility: Acts as a lead in defining and executing security engineering activities for challenging information technology programs. Applies formal functional and empirical analysis related to securing complex enterprise systems and networks, performance assurance, security testing and validation, security benchmarking and information exchange. Analyzes and develops technical documentation detailing system security specifications for enterprise systems and networks. Designs, develops, engineers, and implements solutions that meet network security requirements. Defines and develops technical security standards and policies. Performs vulnerability and risk analyses of computer systems and applications during all phases of the system development lifecycle. Knowledge of security standards and directives with experience in the design, development, testing and integration of large programs. Familiar with enterprise network protocols and operating standards.of large programs. Familiar with enterprise network protocols and operating standards.

Minimum Education: A Bachelor’s degree in a technical discipline with 9 years general experience or 6 years experience including experience in complex security engineering problems. A non-technical degree and one additional year of experience or two additional years experience may be substituted for a technical Bachelor’s degree. Ph.D. in a technical or related business field and 5 years general experience or 3 years experience including experience in complex security engineering problems or a Master’s degree in a technical or related business field and 7 years general experience or 5 years experience including experience in complex security engineering problems represent alternative qualifications.

Educational Level	No Degree	AD	BS/BA	MS/MA	Ph.D.
Degree Specialty	N/A	Technology	Technology	Technology	General
Years of Experience	13 Yrs.	11 Yrs.	9 Yrs.	7 Yrs.	5 Yrs.
Technical Certification	CISSP	CISSP	N/A	N/A	N/A

20. Subject Matter Expert L1

Minimum/General Experience: 7 years experience in a technical area, management practice, or operating environment specifically of interest to a specified client. Demonstrates ability to apply leading-edge principles and methods of problem solving to complex network enterprise systems or organizational environments.

Functional Responsibility: Authoritative or respected position in a client’s enterprise environment, management systems and practices, or a specific technology area such as complex enterprise networks, information exchange architectures, information assurance, directory services, or network performance engineering. Performs research and functional and empirical analyses and recommends solutions related to the design, development, deployment and integration of complex enterprise or management systems. Offers uncommon subject matter expertise for client specified issues. Experienced in major enterprise development and operating environments with a broad knowledge of information architecture and operating systems AND/OR experienced in large-scale integrated organizational management systems and approaches with a broad knowledge of the interdependent dynamics of various functional operating areas on organizational performance.

Minimum Education: Ph.D. degree and 7 years experience in a technical area, management practice, or operating environment specifically of interest to a specified client. Demonstrates ability to apply leading-edge principles and methods of problem solving to complex network enterprise systems or organizational environments. A Master’s degree and 2 years additional experience or a Bachelor’s degree and 4 years additional directed and subject appropriate experience may substitute for a Ph.D. Allowances for small variations in experience are permitted if individual has particularly unusual and appropriate subject matter expertise, security access or intimate knowledge of a given client’s technical and operating environment.

Educational Level	No Degree	AD	BS/BA	MS/MA	Ph.D.
Degree Specialty	N/A	Technology	Technology	Technology	Technology
Years of Experience	15 Yrs.	13 Yrs.	11 Yrs.	9 Yrs.	7 Yrs.
Technical Certification	N/A	N/A	N/A	N/A	N/A

21. Subject Matter Expert L2

Minimum/General Experience: 11 years experience in a technical area, management practice, or operating environment specifically of interest to a specified client. Demonstrates ability to apply leading-edge principles and methods of problem solving to complex network enterprise systems or organizational environments

Functional Responsibility: Authoritative or respected position in a client’s enterprise environment, management systems and practices, or a specific technology area such as complex enterprise networks, information exchange architectures, information assurance, directory services, or network performance engineering. Performs research and functional and empirical analyses and recommends solutions related to

the design, development, deployment and integration of complex enterprise or management systems. Offers uncommon subject matter expertise for client specified issues. Experienced in major enterprise development and operating environments with a broad knowledge of information architecture and operating systems AND/OR experienced in large-scale integrated organizational management systems and approaches with a broad knowledge of the interdependent dynamics of various functional operating areas on organizational performance.

Minimum Education: Ph.D. degree and 11 years experience in a technical area, management practice, or operating environment specifically of interest to a specified client. Demonstrates ability to apply leading-edge principles and methods of problem solving to complex network enterprise systems or organizational environments. A Master's degree and 2 years additional experience or a Bachelor's degree and 4 years additional directed and subject appropriate experience may substitute for a Ph.D. Allowances for small variations in experience are permitted if individual has particularly unusual and appropriate subject matter expertise, security access or intimate knowledge of a given client's technical and operating environment..

Educational Level	No Degree	AD	BS/BA	MS/MA	Ph.D.
Degree Specialty	N/A	Technology	Technology	Technology	Technology
Years of Experience	19 Yrs.	17 Yrs.	15 Yrs.	13 Yrs.	11 Yrs.
Technical Certification	N/A	N/A	N/A	N/A	N/A

22. Software Engineer L1

Minimum/General Experience: 2 years general experience or substantive experience involving applied application programming in complex network environments.

Functional Responsibility: Develops custom software applications and solutions to client specification. Participates in/facilitates meetings with functional/user management, program managers, and key program elements to define business and enterprise systems requirements and to identify problems in existing applications. Contributes data for cost benefit analysis to be performed by senior software engineers and program managers. Participates in most of the phases in the life cycle of application software, including development of systems design specifications, creation of custom application, integration into legacy systems, cut-over to live operation, and continued monitoring and maintenance. Prepares or contributes to system documentation and programming code for more complex applications. Generates program test data and executes application test and debugging efforts. Supports senior software engineering staff as required.

Minimum Education: A Bachelor's degree in computer science or related technical field with 2 years general experience or substantive experience involving applied application programming in complex network environments. A non-technical degree and one additional year of general experience or two additional years experience may be substituted for a technical Bachelor's degree. Ph.D. in computer science or related technical field and substantive general experience including applied application programming in complex network environments; or a Master's degree in computer science or related technical field and substantive experience including applied application programming in complex network environments represent alternative qualifications.

Educational Level	No Degree	AD	BS/BA	MS/MA	Ph.D.
Degree Specialty	N/A	Technology	Technology	Technology	Technology
Years of Experience	6 Yrs.	4 Yrs.	2 Yrs.	Substantive	Substantive

Technical Certification	N/A	N/A	N/A	N/A	N/A
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23. Software Engineer L4

Minimum/General Experience: 8 years general experience or 5 years experience including applied application programming in complex network environments and some team management.

Functional Responsibility: Develops custom software applications and solutions to client specification. Participates in/facilitates meetings with functional/user management, program managers, and key program elements to define business and enterprise systems requirements and to identify problems in existing applications. Analyzes cost and benefit tradeoffs of identified application solutions. Participates in all of the phases in the life cycle of application software, including development of systems design specifications, creation of custom application, integration into legacy systems, cut-over to live operation, and continued monitoring and maintenance. Prepares or contributes to system documentation, functional program specifications, and programming code for more complex applications. Generates program test data and executes application test and debugging efforts.

Minimum Education: A Bachelor's degree in computer science or related technical field with 8 years general experience or 5 years experience including applied application programming in complex network environments and some team management. A non-technical degree and one additional year of experience or two additional years experience may be substituted for a technical Bachelor's degree. Ph.D. in computer science or related technical field and 4 years general experience or 2 years experience including applied application programming in complex network environments and some team management or a Master's degree in computer science or related technical field and 6 years general experience or 4 years experience including applied application programming in complex network environments and some team management represent alternative qualifications.

Educational Level	No Degree	AD	BS/BA	MS/MA	Ph.D.
Degree Specialty	N/A	Technology	Technology	Technology	General
Years of Experience	12 Yrs.	10 Yrs.	8 Yrs.	6 Yrs.	4 Yrs.
Technical Certification	N/A	N/A	N/A	N/A	N/A

24. Help Desk L1

Minimum/General Experience: 2 years relevant customer service experience. Knowledge of hardware and/or software products required. Must have strong communication skills and be able to effectively communicate technical issues.

Functional Responsibility:

Provides telephone technical support to customers regarding technical aspects of assigned products and services. Answers specific questions about installation, operation, configuration, customization and usage of assigned products. Applies diagnostic techniques to identify problems, investigates causes and recommends solutions to correct common failures. Escalates complex problems to senior level Technical Support Specialist or Supervisor.

Minimum Education: A High School diploma and 2 years relevant experience is required. Qualification substitutions may be made in accordance with the table below.

Educational Level	No Degree	AD	BS/BA	MS/MA	Ph.D.
Degree Specialty	N/A	Technology	Technology	Technology	Technology
Years of Experience	2 Yrs.	0 Yrs.	0 Yrs.	0 Yrs.	0 Yrs.
Technical Certification	N/A	N/A	N/A	N/A	N/A

25. Help Desk L2

Minimum/General Experience: 4 years relevant customer service experience. Comprehensive knowledge of hardware and/or software products required. Must have strong communication skills and be able to effectively communicate technical issues.

Functional Responsibility:

Provides telephone technical support to customers regarding complex technical aspects of assigned products and services. Answers complex questions about installation, operation, configuration, customization and usage of assigned products. Applies advanced diagnostic techniques to identify problems, investigate causes and recommend solutions to correct common failures. Assists lower level Support Specialists with complex problems.

Minimum Education: A High School diploma and 4 years relevant experience is required. Qualification substitutions may be made in accordance with the table below.

Educational Level	No Degree	AD	BS/BA	MS/MA	Ph.D.
Degree Specialty	N/A	None	Technology	Technology	Technology
Years of Experience	4 Yrs.	2 Yrs.	0 Yrs.	0 Yrs.	0 Yrs.
Technical Certification	N/A	N/A	N/A	N/A	N/A

26. Field Engineer L2

Minimum/General Experience: 4 years relevant experience. Comprehensive knowledge of hardware and/or software products required. Must have strong communication skills and be able to effectively communicate technical issues.

Functional Responsibility:

Under limited supervision, performs field activities associated with installing, maintaining and servicing computer-related products at customer sites. May include PC & laptop computers, disc drives, and computer or telecommunications systems and networks. May provide operation/maintenance instruction to customers. Sets up and utilizes specialized test and diagnostic equipment to isolate malfunctions. Replaces defective units/components as appropriate. May work with customer via phone to identify

operation/technical problems. Assists in the conduct of equipment/system acceptance testing following established procedures. Performs preventive maintenance. Typically handles routine, less complex products and/or problems, receiving direction from higher-level technicians on more complex problems.

Minimum Education: A High School diploma and 4 years relevant experience is required. Qualification substitutions may be made in accordance with the table below.

Educational Level	No Degree	AD	BS/BA	MS/MA	Ph.D.
Degree Specialty	N/A	None	Technology	Technology	Technology
Years of Experience	4 Yrs.	2 Yrs.	0 Yrs.	0 Yrs.	0 Yrs.
Technical Certification	N/A	N/A	N/A	N/A	N/A

27. System Administrator L1

Minimum/General Experience: 2 years relevant system administration experience. Requires a basic understanding of Unix and/or NT based operating systems. Entry Level position.

Functional Responsibility:

Assists with the day-to-day operational maintenance, support, and upgrades for operating systems, workstations and servers. Under close supervision, performs basic software installations and upgrades to operating systems and layered software packages. Follows established IT policies and procedures. Monitors and tunes the system to achieve optimum performance levels. Ensures workstation/server data integrity by implementing standard software and hardware solutions. Ensures data/media can be recovered by following a schedule of system backups and database archive operations. Complies with standard operating procedures. Conducts basic hardware and software audits of workstations and servers to ensure compliance with established standards, policies, and configuration guidelines.

Minimum Education: An Associates' degree and 2 years relevant experience. Qualification substitutions may be made in accordance with the table below.

Educational Level	No Degree	AD	BS/BA	MS/MA	Ph.D.
Degree Specialty	N/A	None	Technology	Technology	Technology
Years of Experience	4 Yrs.	2 Yrs.	0 Yrs.	0 Yrs.	0 Yrs.
Technical Certification	Microsoft or Security+ desirable	Microsoft or Security+ desirable	N/A	N/A	N/A

28. System Administrator L2

Minimum/General Experience: 4 years relevant system administration experience. Requires a solid understanding of Unix and/or NT based operating systems.

Functional Responsibility:

Responsible for the day-to-day operational maintenance, support, and upgrades for operating systems, workstations and servers. Under general supervision, performs software installations and upgrades to operating systems and layered software packages. Schedules installations and upgrades and maintains them in accordance with established IT policies and procedures. Monitors and tunes the system to achieve optimum performance levels. Ensures workstation/server data integrity by evaluating, implementing, and managing appropriate software and hardware solutions. Ensures data/media are recoverable by implementing a schedule of system backups and database archive operations. Implements and promotes standard operating procedures. Conducts hardware and software audits of workstations and servers to ensure compliance with established standards, policies, and configuration guidelines.

Minimum Education: An Associates' degree in Computer Science or a related field and 4 years relevant experience. Qualification substitutions may be made in accordance with the table below.

Educational Level	No Degree	AD	BS/BA	MS/MA	Ph.D.
Degree Specialty	N/A	Technology	Technology	Technology	Technology
Years of Experience	6 Yrs.	4 Yrs.	2 Yrs.	0 Yrs.	0 Yrs.
Technical Certification	Microsoft or Security+ desired				

29. System Administrator L3

Minimum/General Experience: 7 years relevant system administration experience. Requires a solid understanding of Unix and/or NT based operating systems.

Functional Responsibility:

Responsible for high-level, day-to-day operational maintenance, support, and upgrades for complex operating systems, workstations and servers. Coordinates, directs and performs complex software installations and upgrades to operating systems and layered software packages. Schedules installations and upgrades and maintains them in accordance with established IT policies and procedures. Continually monitors and tunes multiple systems to achieve optimum performance levels. Ensures workstation/server data integrity by evaluating, implementing, and managing appropriate software and hardware solutions of varying complexities. Ensures data/media is recoverable by developing and implementing a schedule of system backups and database archive operations. Plans and implements the modernization of servers. Develops, implements and promotes standard operating procedures and schedules. Conducts hardware and software audits of workstations and servers to ensure compliance with established standards, policies, and configuration guidelines.

Minimum Education: A Bachelors' degree in Computer Science or a related field and 7 years relevant experience. Qualification substitutions may be made in accordance with the table below.

Educational Level	No Degree	AD	BS/BA	MS/MA	Ph.D.
Degree Specialty	N/A	Technology	Technology	Technology	Technology
Years of Experience	11 Yrs.	9 Yrs.	7 Yrs.	5 Yrs.	4 Yrs.

Technical Certification	Microsoft or Security+ desired	Microsoft or Security+ desired	Microsoft or Security+ required	Microsoft or Security+ desired	Microsoft or Security+ desired
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30. Cyber Engineer L1

Minimum/General Experience: 7 years relevant cyber experience. Able to communicate effectively and clearly present technical approaches and findings.

Functional Responsibility:

Involved in the performance of assessments of systems and networks within the networking environment or enclave and identifies where those systems/networks deviate from acceptable configurations, enclave policy, or local policy. May achieve this through passive evaluations (compliance audits) and/or active evaluations (vulnerability assessments). Involved in the establishment of strict program control processes to ensure mitigation of risks and supports obtaining certification and accreditation of systems. This may include process support, analysis support, coordination support, security certification test support, security documentation support, investigations, software research, hardware introduction and release, emerging technology research inspections and periodic audits. Assists in the implementation of the required government policy (i.e., NISPOM, DCID 6/3, NIST RMF), and may make recommendations on process tailoring. Involved in the performance of analyses to validate established security requirements and to recommend additional security requirements and safeguards. May support the formal Security Test and Evaluation (ST&E) required by each government accrediting authority through pre-test preparations, participation in the tests, analysis of the results, and preparation of required reports. Involved in the periodic conduct of a review of each system's audits and monitors corrective actions until all actions are closed.

Minimum Education: A Bachelors' degree in Computer Science or a related field and 7 years relevant experience. Qualification substitutions may be made in accordance with the table below.

Educational Level	No Degree	AD	BS/BA	MS/MA	Ph.D.
Degree Specialty	N/A	Technology	Technology	Technology	Technology
Years of Experience	11 Yrs.	9 Yrs.	7 Yrs.	5 Yrs.	4 Yrs.
Technical Certification	Security+ desired				

31. Cyber Engineer L2

Minimum/General Experience: 9 years relevant cyber experience. Able to communicate effectively and clearly present technical approaches and findings. Able to apply technical expertise, and may have knowledge of other related disciplines.

Functional Responsibility:

Deeply involved in the performance of assessments of systems and networks within the networking environment or enclave and identifies where those systems/networks deviate from acceptable configurations, enclave policy, or local policy. Achieves this through passive evaluations (compliance audits) and active evaluations (vulnerability assessments). Deeply involved in the establishment of strict program control processes to ensure mitigation of risks and supports obtaining certification and accreditation of systems. This includes process support, analysis support, coordination support, security certification test support, security documentation support, investigations, software research, hardware introduction and release, emerging technology research inspections and periodic audits. Assists in the implementation of the required government policy (i.e., NISPOM, DCID 6/3, NIST RMF), and makes recommendations on process tailoring. Deeply involved in the performance of analyses to validate established security requirements and to recommends additional security requirements and safeguards. Supports the formal Security Test and Evaluation (ST&E) required by each government accrediting authority through pre-test preparations, participation in the tests, analysis of the results, and preparation of required reports. Periodically conducts of a review of each system's audits and monitors corrective actions until all actions are closed.

Minimum Education: A Bachelors' degree in Computer Science or a related field and 9 years relevant experience. Qualification substitutions may be made in accordance with the table below.

Educational Level	No Degree	AD	BS/BA	MS/MA	Ph.D.
Degree Specialty	N/A	Technology	Technology	Technology	Technology
Years of Experience	13 Yrs.	11 Yrs.	9 Yrs.	7 Yrs.	6 Yrs.
Technical Certification	CISSP desired	CISSP desired	CISSP desired	CISSP desired	CISSP desired

32. Cyber Engineer L3

Minimum/General Experience: 11 years relevant cyber experience. Able to communicate effectively and clearly present technical approaches and findings. Able to apply extensive technical expertise, and has full knowledge of other related disciplines.

Functional Responsibility:

Performs assessments of systems and networks within the networking environment or enclave and identifies where those systems/networks deviate from acceptable configurations, enclave policy, or local policy. Achieves this through passive evaluations (compliance audits) and active evaluations (vulnerability assessments). Establishes strict program control processes to ensure mitigation of risks and supports obtaining certification and accreditation of systems. This includes process support, analysis support, coordination support, security certification test support, security documentation support, investigations, software research, hardware introduction and release, emerging technology research inspections and periodic audits. Assists in the implementation of the required government policy (i.e., NISPOM, DCID 6/3, NIST RMF), and makes recommendations on process tailoring. Performs analyses to validate established security requirements and to recommends additional security requirements and safeguards. Supports the formal Security Test and Evaluation (ST&E) required by each government accrediting authority through

pre-test preparations, participation in the tests, analysis of the results, and preparation of required reports. Periodically conducts of a review of each system's audits and monitors corrective actions until all actions are closed.

Minimum Education: A Bachelors' degree in Computer Science or a related field and 11 years relevant experience. Qualification substitutions may be made in accordance with the table below.

Educational Level	No Degree	AD	BS/BA	MS/MA	Ph.D.
Degree Specialty	N/A	Technology	Technology	Technology	Technology
Years of Experience	15 Yrs.	13 Yrs.	11 Yrs.	9 Yrs.	8 Yrs.
Technical Certification	CISSP desired	CISSP desired	CISSP desired	CISSP desired	CISSP desired

The Van Dyke Technology Group, Inc.
Awarded GSA Pricing
GS-35F-0624T



VDTG On-Site (Government Site) Labor Rates		
		GSA Awarded Rates
SIN	Labor Categories	
132-51	Network Engineer L1	\$ 98.54
132-51	Network Engineer L3	\$ 134.29
132-51	Network Engineer L4	\$ 148.82
132-51	Project Manager L1	\$ 167.53
132-51	Systems Consultant L1	\$ 122.37
132-51	Systems Consultant L3	\$ 137.71
132-51	Systems Consultant L4	\$ 144.00
132-51	Systems Engineer L1	\$ 95.31
132-51	Systems Engineer L2	\$ 126.52
132-51	Systems Engineer L3	\$ 141.08
132-51	Systems Engineer L4	\$ 152.97
132-51	Systems Engineer L5	\$ 170.75
132-51	Security Engineer L3	\$ 141.48
132-51	Security Engineer L4	\$ 172.94
132-51	Subject Matter Expert L1	\$ 139.87
132-51	Subject Matter Expert L2	\$ 166.65
132-51	Software Engineer L1	\$ 84.27
132-51	Software Engineer L4	\$ 139.87
132-51	Help Desk L1	\$ 51.39
132-51	Help Desk L2	\$ 69.64
132-51	Field Engineer L2	\$ 75.49
132-51	System Administrator L1	\$ 67.32
132-51	System Administrator L2	\$ 86.09
132-51	System Administrator L3	\$ 106.54
132-51	Cyber Engineer L1	\$ 86.94
132-51	Cyber Engineer L2	\$ 111.21
132-51	Cyber Engineer L3	\$ 136.34

VDTG Off-Site (Contractor Site) Labor Rates		
		GSA Awarded Rates
SIN	Labor Categories	
132-51	Network Engineer L5	\$ 165.84
132-51	Project Assistant L1	\$ 53.78
132-51	Systems Consultant L2	\$ 142.05
132-51	Security Engineer L1	\$ 127.42
132-51	Security Engineer L2	\$ 138.93