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

Schedule Title: Information Technology Category

Special Item Numbers:
54151S Information Technology Professional Services
OLM Order-Level Materials

Contract Number: GS-35F-0648Y

FSC Classes/Product Codes:

FPDS Code D301  IT Facility Operation and Maintenance
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 D311  IT Data Conversion Services
FPDS Code D313  Computer Aided Design/Computer Aided Manufacturing (CAD/CAM) Services
FPDS Code D316  IT Network Management Services
FPDS Code D317  Creation/Retrieval of IT Related Automated News Services, Data Services, or Other Information Services (All other information services belong under Schedule 76)
FPDS Code D399  Other Information Technology Services, Not Elsewhere Classified

CONTRACT NUMBER:  GS-35F-0648Y
CONTRACT PERIOD:  Sep 25, 2012 through Sep 24, 2027
Modification Number:  A842, 4/5/2022

For more information on ordering from Federal Supply Schedules click on the FSS Schedules button at: http://fss.gsa.gov/.

CONTRACTOR:
Spatial Front, Inc.
1568 Spring Hill Road, Suite 300, McLean, VA 22102
Phone: (240) 751-4883  Fax: (240) 986-0957  email: info@spatialfront.com
Internet Address/Web Site:  www.spatialfront.com
CONTRACTOR'S ADMINISTRATION SOURCE:

Shawn Zhang, Executive Vice President
Spatial Front, Inc.
1568 Spring Hill Road, Suite 300, McLean, VA 22102
Phone: (240) 498-2960 Fax: (240) 986-0957 email: Shawn.Zhang@spatialfront.com
Internet Address/Web Site: www.spatialfront.com

BUSINESS SIZE: Small business, Woman Owned Small Business, SBA 8(a) certified small business
CUSTOMER INFORMATION:

1a. TABLE OF AWARDED SPECIAL ITEM NUMBERS (SINs)
   54151S IT Professional Services
   OLM Order Level Materials

1b. LOWEST PRICED MODEL NUMBER AND UNIT PRICE FOR EACH SIN:
    (Government net price based on a unit of one)
    Data Analyst I: $51.25

1c. HOUURLY RATES (Services only): See Page 9.

2. MAXIMUM ORDER*: $500,000

3. MINIMUM ORDER: $100

4. GEOGRAPHIC COVERAGE: All Domestic Locations

5. POINT(S) OF PRODUCTION: US

6. DISCOUNT FROM LIST PRICES: GSA Net Prices are shown in the below GSA Pricelist. Negotiated discounts have been applied and the IFF has been added.

7. QUANTITY DISCOUNT(S): Not applicable

8. PROMPT PAYMENT TERMS: None

9. FOREIGN ITEMS: None

10a. TIME OF DELIVERY: As Negotiated

10b. EXPEDITED DELIVERY: As Negotiated

10c. OVERNIGHT AND 2-DAY DELIVERY: As Negotiated

10d. URGENT REQUIREMENTS: As Negotiated

11. FOB POINT: Destination

12a. ORDERING ADDRESS:
    Shawn Zhang, Executive Vice President
    Spatial Front, Inc.
    1568 Spring Hill Road, Suite 300, McLean, VA 22102
    Phone: (240) 498-2960 Fax: (240) 986-0957 email: Shawn.Zhang@spatialfront.com
    Internet Address/Web Site: www.spatialfront.com

12b. ORDERING PROCEDURES: Ordering activities shall use the ordering procedures described in Federal Acquisition Regulation 8.405-3 when placing an order or establishing a BPA for supplies or services. The ordering procedures, information on Blanket Purchase Agreements (BPA’s) and a sample BPA can be found at the GSA/FSS Schedule Homepage (fss.gsa.gov/schedules).
13. PAYMENT ADDRESS:
Shawn Zhang, Executive Vice President
Spatial Front, Inc.
1568 Spring Hill Road, Suite 300, McLean, VA 22102
Phone: (240) 498-2960 Fax: (240) 986-0957 email: Shawn.Zhang@spatialfront.com
Internet Address/Web Site: www.spatialfront.com

14. WARRANTY PROVISION: Not applicable.

15. EXPORT PACKING CHARGES: Not applicable

16. TERMS AND CONDITIONS OF RENTAL, MAINTENANCE, AND REPAIR (IF APPLICABLE): Not applicable.

17. TERMS AND CONDITIONS OF INSTALLATION (IF APPLICABLE): Not applicable.

18a. TERMS AND CONDITIONS OF REPAIR PARTS INDICATING DATE OF PARTS PRICE LISTS AND ANY DISCOUNTS FROM LIST PRICES (IF AVAILABLE): Not applicable.

18b. TERMS AND CONDITIONS FOR ANY OTHER SERVICES (IF APPLICABLE): Not applicable.

19. LIST OF SERVICE AND DISTRIBUTION POINTS (IF APPLICABLE): Not applicable.

20. LIST OF PARTICIPATING DEALERS (IF APPLICABLE): Not applicable.

21. PREVENTIVE MAINTENANCE (IF APPLICABLE): Not applicable.

22a. SPECIAL ATTRIBUTES SUCH AS ENVIRONMENTAL ATTRIBUTES (e.g. recycled content, energy efficiency, and/or reduced pollutants): Not applicable.

22b. Section 508 Compliance for Electronic and Information Technology (EIT): Section 508 compliance information on the supplies and services in this contract are available at the following website address (URL): Not applicable.

23. UEI NUMBER: J1ADW6BL8MN5 CAGE CODE: 5XGW3

24. NOTIFICATION REGARDING REGISTRATION IN SYSTEM FOR AWARD MANAGEMENT (SAM) DATABASE: Spatial Front (SFI) has an Active Registration in the SAM database.
<table>
<thead>
<tr>
<th>IT Professional Services</th>
<th>GSA Rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Software Architect</td>
<td>$106.08</td>
</tr>
<tr>
<td>2. Senior Programmer</td>
<td>$123.18</td>
</tr>
<tr>
<td>3. Junior Programmer</td>
<td>$67.10</td>
</tr>
<tr>
<td>4. GIS Analyst</td>
<td>$60.11</td>
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<tr>
<td>5. Lead GIS Analyst</td>
<td>$79.01</td>
</tr>
<tr>
<td>6. Senior GIS Developer</td>
<td>$95.30</td>
</tr>
<tr>
<td>7. GIS Database Admin</td>
<td>$95.30</td>
</tr>
<tr>
<td>8. GIS System Admin</td>
<td>$86.81</td>
</tr>
<tr>
<td>9. GIS Project Manager</td>
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</tr>
<tr>
<td>10. Subject Matter Expert</td>
<td>$145.65</td>
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<tr>
<td>11. Advanced Technology Developer</td>
<td>$104.57</td>
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<tr>
<td>12. Contract Program Manager III</td>
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<tr>
<td>13. IT Project Manager III</td>
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<td>14. Systems Analyst II</td>
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<tr>
<td>15. Web Application Developer III</td>
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<tr>
<td>16. IT Specialist – Lead Developer III</td>
<td>$99.18</td>
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<tr>
<td>17. GIS Specialist II</td>
<td>$46.10</td>
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<tr>
<td>18. IT Specialist – Developer II</td>
<td>$87.51</td>
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<tr>
<td>19. Technical Specialist III</td>
<td>$84.38</td>
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<tr>
<td>20. Database Manager / Developer II (Oracle)</td>
<td>$96.56</td>
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<tr>
<td>21. Database Manager / Developer II (Sybase)</td>
<td>$96.56</td>
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<tr>
<td>22. Enterprise Database Administrator III</td>
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<td>23. Information Architect III</td>
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<td>24. Technical Writer III</td>
<td>$68.28</td>
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<tr>
<td>25. SharePoint Developer / Administrator III</td>
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</tr>
<tr>
<td>26. Unix System Administrator III</td>
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<tr>
<td>27. Windows System Administrator III</td>
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<tr>
<td>28. Drupal Administrator / Back-End Developer III</td>
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<td>29. Drupal Front-End Developer II</td>
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<td>30. IT Specialist III</td>
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<tr>
<td>31. Mobile Applications Developer III</td>
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<tr>
<td>32. Web Server Administrator / Developer III</td>
<td>$99.62</td>
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<tr>
<td>33. Business Analyst I</td>
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<td>34. Business Analyst II</td>
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<td>35. Geospatial Database Analyst III</td>
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<tr>
<td>36. Computer Programmer I</td>
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<td>37. Data Analyst I</td>
<td>$51.25</td>
</tr>
<tr>
<td>38. Subject Matter Expert III</td>
<td>$244.55</td>
</tr>
</tbody>
</table>
Spatial Front, Inc.  
GSA Schedule Contract  
Labor Category Descriptions SIN 54151S  

1. Software Architect  
**Role/Responsibilities**  
This role designs applications which may run on multiple platforms and may be composed of multiple software packages. This role performs critical evaluation and selection of the software and hardware components of the application and prepares for the development of the application by evaluation and selection of development methodologies and tools. This role is responsible for performance, availability and scalability of the applications, and maintains the functional interface to the application infrastructure.  
**Education:** BS/BA-CS, CIS, EE, Math or equivalent technical studies  
Substitution of experience for education may be made where four (4) years of experience will be equivalent to a four (4) year degree. Years of experience, which are used to substitute for a college degree, cannot be used to otherwise qualify for the general experience requirement. Substitution of a master’s degree for experience may be made where a master’s degree will be equivalent to two (2) years of experience  
**Experience:** Minimum 5 years of industry experience  
Minimum 2 years in area of specialization  

2. Senior Programmer  
**Role/Responsibilities**  
Under general supervision, formulates and defines system scope and objectives through research and fact finding to develop or modify moderately complex information systems. Prepares detailed specifications from which programs will be written. Designs, codes, tests, debug, documents, and maintain those programs. Competent to work on most phases of applications systems analysis and programming activities, but requires instruction and guidance in other phases.  
**Education:** BS or BA in CS, CIS, EE, Math or equivalent technical studies.  
Substitution of experience for education may be made where four (4) years of experience will be equivalent to a four (4) year degree. Years of experience, which are used to substitute for a college degree, cannot be used to otherwise qualify for the general experience requirement. Substitution of a master’s degree for experience may be made where a master’s degree will be equivalent to two (2) years of experience  
**Experience:** 3 to 6 years of experiences in area of specialization.  

3. Junior Programmer  
**Role/Responsibilities**  
Devises or modifies procedures to solve complex problems considering computer equipment capacity and limitations, operating time, and form of desired results. Designs, codes, tests, debugs, and documents.  
**Education:** Substitution of a degree for experience may be made where a four (4) year bachelor degree will be equivalent to four (4) years of experience and a two (2) year associate degree will be equivalent to two (2) years of experience.  
**Experience:** 1 to 2 years of experiences in area of specialization.  

4. GIS Analyst  
**Role/Responsibilities**  
This role provides support for GIS application design, development and analysis using GIS product and tools; Design, develop, document, test and certify applications, programs and systems functionality. Provide sound technical expertise in developing innovative and effective solutions to a variety of complex projects and support Project Management Objectives. Provide support for GIS data compilation, systems integration and implementations. Assist in GIS production projects.  
**Education:** BS/BA-CS, CIS, GIS, Urban Planning, EE, Math or equivalent technical studies.  
Substitution of experience for education may be made where four (4) years of experience will be equivalent to a four (4) year degree. Years of experience, which are used to substitute for a college degree, cannot be used to otherwise qualify for the general experience requirement. Substitution of a master’s degree for experience may be made where a master’s degree will be equivalent to two (2) years of experience.
Experience: Minimum 1-2 years of industry experience
Minimum 1 year of area of specialization

5. Lead GIS Analyst

Role/Responsibilities
This role provides support for GIS application design, development and analysis using GIS product and tools; Design, develop, document, test and certify applications, programs and systems functionality. Provide sound technical expertise in developing innovative and effective solutions to a variety of complex projects and support Project Management Objectives. Provide support for GIS data compilation, systems integration and implementations. Assist in GIS production projects.

Substitution of experience for education may be made where four (4) years of experience will be equivalent to a four (4) year degree. Years of experience, which are used to substitute for a college degree, cannot be used to otherwise qualify for the general experience requirement. Substitution of a master’s degree for experience may be made where a master’s degree will be equivalent to two (2) years of experience

Experience: Minimum 4 years of industry experience
Minimum 2 year of area of specialization

6. Senior GIS Developer

Role/Responsibilities
This role develops and implements solution to complex problems involving geographic data and records; Performs GIS computer programming to take full advantage of GIS platform functions and applications.

Substitution of experience for education may be made where four (4) years of experience will be equivalent to a four (4) year degree. Years of experience, which are used to substitute for a college degree, cannot be used to otherwise qualify for the general experience requirement. Substitution of a master’s degree for experience may be made where a master’s degree will be equivalent to two (2) years of experience

Experience: Minimum 3 years of industry experience
Minimum 2 year of area of specialization

7. GIS Database Administrator

Role/Responsibilities
Under general direction, designs, implements and maintains complex databases with respect to JCL, access methods, access time, device allocation, validation checks, organization, protection and security, documentation, and statistical methods. Includes maintenance of database dictionaries, overall monitoring of standards and procedures, and integration of systems through database design. Competent to work at the highest level of all phases of database management.

Education: BS/BA-CS, CIS, EE, Math or equivalent technical studies.
Substitution of experience for education may be made where four (4) years of experience will be equivalent to a four (4) year degree. Years of experience, which are used to substitute for a college degree, cannot be used to otherwise qualify for the general experience requirement. Substitution of a master’s degree for experience may be made where a master’s degree will be equivalent to two (2) years of experience

Experience: 3 to 7 years industry experience
Minimum 2 years in area of specialization

8. GIS System Administrator

Role/Responsibilities
Under general supervision, responsible for installing, configuring, and maintaining operating system workstations and servers, including web servers, in support of business processing requirements. Performs software installations and upgrades to operating systems and layered software packages. Schedules installations and upgrades and maintains them in accordance with established IT policies and procedures. Monitors and tunes the system to achieve optimum performance levels. Ensure workstation/server data integrity by evaluating, implementing, and managing appropriate software and hardware solutions. Ensure data/media recoverability by implementing a schedule of system backups and database archive operations.
Education: BS/BA-CS, CIS, EE, Math or equivalent technical studies
Substitution of experience for education may be made where four (4) years of experience will be equivalent to a four (4) year degree. Years of experience, which are used to substitute for a college degree, cannot be used to otherwise qualify for the general experience requirement. Substitution of a master’s degree for experience may be made where a master’s degree will be equivalent to two (2) years of experience

Experience: 3 to 7 years industry experience
Minimum 2 years in area of specialization

9. GIS Project Manager
Role/Responsibilities
This role is responsible for leading a project team in delivering a solution to the customer using the appropriate business measurements and terms and conditions for the project according to the project charter, project agreement or contract. They have overall performance responsibility for managing scope, cost, schedule, and contractual deliverables, which includes applying techniques for planning, tracking, change control, and risk management. They are responsible for managing all project resources, including subcontractors, and for establishing an effective communication plan with the project team and the customer. They provide day to day direction to the project team and regular project status to the customer.

Education: BS/BA in CS, CIS, or equivalent technical studies with specialized PMP (Project Management Professional) courses desirable
Substitution of experience for education may be made where four (4) years of experience will be equivalent to a four (4) year degree. Years of experience, which are used to substitute for a college degree, cannot be used to otherwise qualify for the general experience requirement. Substitution of a master’s degree for experience may be made where a master’s degree will be equivalent to two (2) years of experience

Experience: Minimum 3 years of technical project management experience

10. Subject Matter Expert
Role/Responsibilities
Recognized for strong expertise in industry issues and trends. Utilizes functional area expertise gained through direct industry experience to assess the operational and functional baseline of an organization and its organizational components. Works with senior managers and executives to provide industry vision and strategic direction with regard to their enterprise. Guides the determination of information technology inadequacies and/or deficiencies that affect the functional area’s ability to support/meet organizational goals. Generates functional area strategies for enhanced IT operations in a cross-functional area mode throughout the organization. Participates in account strategy sessions, strategic assessments and design reviews to validate enterprise approach and associated work products.

Education: BS/BA-CS, CIS, EE, Math or equivalent technical studies.
Substitution of experience for education may be made where four (4) years of experience will be equivalent to a four (4) year degree. Years of experience, which are used to substitute for a college degree, cannot be used to otherwise qualify for the general experience requirement. Substitution of a master’s degree for experience may be made where a master’s degree will be equivalent to two (2) years of experience

Experience: Minimum 8 years of industry experience
Minimum 4 year of area of specialization

11. Advanced Technology Developer
Role/Responsibilities
In this role, the developer: (a) Must be able to translate applications requirements into web-based solutions using available technology. (b) Must be able to apply new and emerging technologies to the software development process.

Education: BS/BA-CS, CIS, EE, Math or equivalent technical studies.
Substitution of experience for education may be made where four (4) years of experience will be equivalent to a four (4) year degree. Years of experience, which are used to substitute for a college degree, cannot be used to otherwise qualify for the general experience requirement. Substitution of a master’s degree for experience may be made where a master’s degree will be equivalent to two (2) years of experience

Experience: Minimum 6 years of industry experience
12. Contract Program Manager III
Role/Responsibilities
In this role, the Contract Program Manager III provides program leadership and vision. Develops and manages a clear and detailed program plan. Manages multiple projects and apply common standards and processes to the execution of projects. Coordinates between project managers and the scheduling and tracking of projects. Monitors program progress, issues, risks and reports. Oversees and manages program budget and contract administration. Serves as the primary point of contact to the CO and COR on all matters. Provides supervision and guidance to personnel as appropriate. Prepares and/or gives presentations and briefings. Possess strong interpersonal and customer service skills. Has strong problem solving skills and is able to quickly address and resolve a variety of issues.

Education: MBA or master’s in public policy, Economic, Statistics or Social Sciences or equivalent technical studies are desired. Project Management Professional (PMP), Program Management Professional (PgMP) or equivalent is desirable.

Experience: 7 years+ of general experience with 2 years+ of specialized experience.

13. Information Technology (IT) Project Manager III
Role/Responsibilities
In this role, the Information Technology (IT) Project Manager III monitors project progress, issues, risks and reports. Manages and coordinates project tasks, activities, resources and budgets. Oversees and manages multiple projects and provides high quality deliverables and services within budget and on-time. Possesses experience in the areas of server operations and management; systems administration, change management, network management, capital planning, websites operations and maintenance, asset management and systems architecture. Provides supervision and guidance to personnel as appropriate. Prepares and/or give presentations and briefings. Possesses strong interpersonal and customer service skills. Has strong problem solving skills and be able to quickly address and resolve a variety of issues.

Education: BS/BA (preferably in Computer Science, Management Information Systems or Engineering) is required. PMP certification or equivalent is desired. Information Technology Infrastructure Library (ITIL) certifications are desirable.

Substitution of experience for education may be made where four (4) years of experience will be equivalent to a four (4) year degree. Years of experience, which are used to substitute for a college degree, cannot be used to otherwise qualify for the general experience requirement. Substitution of a master’s degree for experience may be made where a master’s degree will be equivalent to two (2) years of experience

Experience: 8 years+ of general experience with 5 years + of specialized experience.

14. Systems Analyst II
Role/Responsibilities
In this role, the Systems Analyst II performs technical work using both standard and non-standard analysis, design, and programming techniques, determines customer requirements for the final program or system, analyzes problems in terms of such factors as user requirements, input data and form, output data and form, available computer configuration, processing turn-around time requirements, input and output checking, and overall problem-schedule requirements. Positions advises on information technology to help define automation needs. May provide advice on system design configurations, procedural and technical aspects of automated records, hardware acquisition and maintenance, and develops and writes suitable source code required for computer processing. May also include responsibilities such as: Data Acquisition, Compilation and Analysis Support; Electronic Reporting and Data Entry Applications Support; Database and Database Systems Support; Data Dissemination Support; System Maintenance, Modification and Technical Support.

Education: BS/BA is required.

Substitution of experience for education may be made where four (4) years of experience will be equivalent to a four (4) year degree. Years of experience, which are used to substitute for a college degree, cannot be used to otherwise qualify for the general experience requirement. Substitution of a master’s degree for experience may be made where a master’s degree will be equivalent to two (2) years of experience

Experience: 2 years+ of general experience with 1 year to 2 years+ of specialized experience.
15. Web Applications Developer III

Role/Responsibilities
In this role, the Web Applications Developer III monitors server performance and resolves and reports any problems. Works to resolve any issues. Monitors backups, conduct periodic test recoveries and report any problems. Coordinates and works with system administrators on web server migrations, software upgrades and patches, documentation and troubleshooting. Manages users and permissions. Setup and configure websites. Sets up, tests, implements, tunes and/or optimizes search engine, surveys and web analytics. Leads, assists and/or develops, tests, troubleshoots, implements and documents code according to user requirements. Works with Business Analyst during requirements gathering phase. Resolves problems with existing programs (Java, Perl, PHP and other languages) and make enhancements. Serves as Drupal Administrator back-up.

Education: BS/BA (preferably in Computer Science, Information Systems, Engineering, or Business) is preferred.
Substitution of experience for education may be made where four (4) years of experience will be equivalent to a four (4) year degree. Years of experience, which are used to substitute for a college degree, cannot be used to otherwise qualify for the general experience requirement. Substitution of a master’s degree for experience may be made where a master’s degree will be equivalent to two (2) years of experience

Experience: 8 years+ of general experience with 5 years to 8 years+ of specialized experience.

16. IT Specialist - Lead Developer III

Role/Responsibilities
In this role, the IT Specialist Lead Developer III is responsible for providing technical advice to senior management and addressing technical concerns. This advice and communications are relative to the current airline data systems, and any new systems that may be considered in the future. Responsible for converting business needs into technical requirements, designing technical approaches and system architecture based on the needs and technical requirements, and developing project implementation plans and schedules. Provides leadership in determining business rules, defining the technical work, and ensures that documentation is created and maintained. Assigns tasks and provides technical guidance and instructions to team members. Enforces quality control over the team's work. Along with the Program Manager, monitors the progress of assignments and enforces schedules. Responsibilities may include: data acquisition, compilation and analysis support; electronic reporting and data entry applications support; database and database systems support; data dissemination support; and system maintenance, modification and technical support.

Education: BS/BA is required.
Substitution of experience for education may be made where four (4) years of experience will be equivalent to a four (4) year degree. Years of experience, which are used to substitute for a college degree, cannot be used to otherwise qualify for the general experience requirement. Substitution of a master’s degree for experience may be made where a master’s degree will be equivalent to two (2) years of experience

Experience: 8 years+ of general experience with 5 years to 8 years+ of specialized experience.

17. GIS Specialist II

Role/Responsibilities
In this role, the GIS Specialist II provides GIS support for the cartographic and geospatial analysis functions of including, on-call support, on a 24-7 basis, to agency site(s), produce maps for analyses and publications, perform geospatial analyses in support of projects, develop geospatial applications to assist analysts, assist in geospatial data development projects, create GIS Web applications, staff exhibits, and assist in distributing products.

Education: BS/BA in geography (or related field) is preferred.
Substitution of experience for education may be made where four (4) years of experience will be equivalent to a four (4) year degree. Years of experience, which are used to substitute for a college degree, cannot be used to otherwise qualify for the general experience requirement. Substitution of a master’s degree for experience may be made where a master’s degree will be equivalent to two (2) years of experience

Experience: 3 years+ of general experience with 2 years to 3 years+ of specialized experience.

18. IT Specialist - Developer II

Role/Responsibilities
In this role, the IT Specialist Developer II performs technical work using both standard and non-standard analysis, design, and programming techniques, determines customer requirements for the final program or system, analyzes
problems in terms of such factors as user requirements, input data and form, output data and form, available computer configuration, processing turn-around time requirements, input and output checking, and overall problem-schedule requirements. Advises on information technology to help define automation needs. May provide advice on system design configurations, procedural and technical aspects of automated records, hardware acquisition and maintenance, and develops and writes suitable source code required for computer processing. Responsibilities may include: data acquisition, compilation and analysis support; electronic reporting and data entry applications support; database and database systems support; data dissemination support; and system maintenance, modification and technical support.

Education: BS/BA is required, MS/MA preferred.
Substitution of experience for education may be made where four (4) years of experience will be equivalent to a four (4) year degree. Years of experience, which are used to substitute for a college degree, cannot be used to otherwise qualify for the general experience requirement. Substitution of a master’s degree for experience may be made where a master’s degree will be equivalent to two (2) years of experience.

Experience: 3 years+ of general experience with 2 years to 3 years+ of specialized experience.

19. Technical Specialist III
Role/Responsibilities
In this role, the Technical Specialist III applies knowledge of computer science principles, information management principles, data processing functions, ADP hardware and software systems structures and operations, and computer programming languages and techniques to solve automation problems. Applies scientific, engineering or business objectives by writing, modifying, or adapting computer programs in machine level, assembly, and third or fourth generation programming languages. Interfaces with and uses minicomputer and mainframe computer systems in addressing project objectives. Uses standard or conventional approaches to define, plan, organize, design, develop, modify, test and integrate database or data processing systems, computer hardware systems, and simulation models. Responsible for segments or phases of special projects. Applies knowledge of security and access controls, and security requirements (regulatory, standard and other measures according to COR) for data and systems.

Education: BS/BA (preferably in Computer Science, Management Information Systems or related field) is required, MS/MA preferred.

Experience: 7 years+ of general experience with 2 years of 7 years+ of specialized experience.

20. Database Manager / Developer II (Oracle)
Role/Responsibilities
In this role, the Database Manager / Developer II (Oracle) applies knowledge of computer science principles, information management principles, data processing functions, ADP hardware and software systems structures and operations, and computer programming languages and techniques to solve automation problems. Applies scientific, engineering or business objectives by writing, modifying, or adapting computer programs in machine level, assembly, and third or fourth generation programming languages. Interfaces with and uses minicomputer and mainframe computer systems in addressing project objectives.

Education: MS/MA is related field is required.

Experience: 7+ years of general experience, with 2 years of specialized experience.

21. Database Manager / Developer II (Sybase)
Role/Responsibilities
In this role, the Database Manager / Developer II (Sybase) applies knowledge of computer science principles, information management principles, data processing functions, ADP hardware and software systems structures and operations, and computer programming languages and techniques to solve automation problems. Applies scientific, engineering, or business objectives by writing, modifying, or adapting computer programs in machine level, assembly, and third or fourth generation programming languages. Interfaces with and uses minicomputer and mainframe computer systems in addressing project objectives.

Education: MS/MA is related field is required.

Experience: 7+ years of general experience, with 2 years of specialized experience.

22. Enterprise Database Administrator III
Role/Responsibilities
In this role, the Enterprise Database Administrator III provides operational support of computer hardware, system software, applications software, and system and user data files as configured within the associated database system.
Provides maintenance for the integrity of all user/system data files, data verification following system restoration, recovery procedures and data format conversion procedures during the import and export of data. Provides database reporting for printout support. Analyzes performance indicators such as system's response time and number of programs being processed to ensure operational efficiency. Supports development of operating procedures and user technical manuals. Support is provided to a variety of database systems (MySQL, Oracle versions 8i, 10g and 11g and/or Sybase version 15.4). Runs, tests, and verifies backups.

**Education:** BS/BA (preferably in Computer Science, Management Information Systems or Engineering) is required. Database certifications or equivalent are desirable.

Substitution of experience for education may be made where four (4) years of experience will be equivalent to a four (4) year degree. Years of experience, which are used to substitute for a college degree, cannot be used to otherwise qualify for the general experience requirement. Substitution of a master’s degree for experience may be made where a master’s degree will be equivalent to two (2) years of experience.

**Experience:** 8 years+ of general experience, with 5 years of specialized experience.

### 23. Information Architect III

**Role/Responsibilities**

In this role, the Information Architect III identifies user requirements by researching and analyzing web analytics. Plans information architecture by researching the website features, functionality, interface and common scenarios. Reviews, edit, inserts, and approves content meta tags as part of the website workflow process. Develops an information architecture plan that presents information in a uniform manner across websites. Implement information architecture plan by preparing paper and web mockups. Test information architecture plan by conducting user tests.

**Education:** BS/BA (preferably in Computer Science, Management Information Systems or Engineering) is required. Database certifications or equivalent are desirable.

Substitution of experience for education may be made where four (4) years of experience will be equivalent to a four (4) year degree. Years of experience, which are used to substitute for a college degree, cannot be used to otherwise qualify for the general experience requirement. Substitution of a master’s degree for experience may be made where a master’s degree will be equivalent to two (2) years of experience.

**Experience:** 8 years+ of general experience, with 5 years of specialized experience in developing and implementing information architecture for websites.

### 24. Technical Writer III

**Role/Responsibilities**

In this role, the Technical Writer III writes and edits a variety of technical articles, reports, manuals, web and social media content and/or speeches and presentations for a wide range of uses. Able to use data and research to develop themes and storytelling in support of agency communications goals. Works with other members of a mission-oriented business services team, from planning stages through final release or presentation to coordinate production schedules, plan review cycles, and maintain version control. May be responsible for coordinating the display of graphics, the scripting of presentations, and the production and publication of documents in conjunction with high-visibility news events.

**Education:** BS/BA (preferably in English or Communications) is required, MS/MA preferred.

Substitution of experience for education may be made where four (4) years of experience will be equivalent to a four (4) year degree. Years of experience, which are used to substitute for a college degree, cannot be used to otherwise qualify for the general experience requirement. Substitution of a master’s degree for experience may be made where a master’s degree will be equivalent to two (2) years of experience.

**Experience:** 8 years+ of general experience with 5 years to 8 years+ of specialized experience in technical writing related to agency mission and familiar with a variety of the field's concepts, practices, procedures, and relevant software. Familiarity with standards and procedures for information security and data confidentiality.

### 25. SharePoint Developer / Administrator III

**Role/Responsibilities**

In this role, the SharePoint Developer / Administrator III monitors server performance and resolves and report any problems. Monitors backups, conducts periodic test recoveries and reports any problems. Coordinates and works with system administrators on web server migrations, software upgrades and patches, documentation and
troubleshooting. Works to resolve any issues. Manages users and permissions. Sets up and configures websites. Sets up, tests, implements, tunes and/or optimizes search engines, surveys and web analytics. Leads, assists and/or develops, tests, troubleshoots, implements, and documents code according to user requirements. Works with Business Analyst during requirements gathering phase. Resolves problems with existing program and make enhancements.

**Education:**
BS/BA (preferably in Computer Science, Management Information Systems or Engineering) is required, MS/MA preferred.
Substitution of experience for education may be made where four (4) years of experience will be equivalent to a four (4) year degree. Years of experience, which are used to substitute for a college degree, cannot be used to otherwise qualify for the general experience requirement. Substitution of a master’s degree for experience may be made where a master’s degree will be equivalent to two (2) years of experience.

**Experience:**
8 years+ of general experience with 5 years of 8 years+ of specialized experience in a federal IT environment.

26. UNIX System Administrator III

**Role/Responsibilities**
In this role, the Windows System Administrator III oversees the daily operations of the UNIX systems engineering function. Implements and maintains policies and practices for UNIX computing using Oracle Solaris software versions 7, 9 and 10. Familiar with a variety of the field's concepts, practices, and procedures. Relies on extensive experience and judgment to plan and accomplish goals. Performs a variety of tasks related to the function of the position. Leads and directs the work of others. A wide degree of creativity and latitude is expected. Typically consult with the head of a unit/department.

**Education:**
BS/BA (preferably in Computer Science, Management Information Systems or Engineering) is required. UNIX certifications or equivalent are desirable.
Substitution of experience for education may be made where four (4) years of experience will be equivalent to a four (4) year degree. Years of experience, which are used to substitute for a college degree, cannot be used to otherwise qualify for the general experience requirement. Substitution of a master’s degree for experience may be made where a master’s degree will be equivalent to two (2) years of experience.

**Experience:**
8 years+ of general experience with 5 years of 8 years+ of specialized experience.

27. Windows Systems Administrator III

**Role/Responsibilities**
In this role, the Windows Systems Administrator III oversees the daily operations of the Windows Server systems engineering function. Implements and maintains policies and practices for Windows computing. Familiar with a variety of the field's concepts, practices, and procedures. Relies on extensive experience and judgment to plan and accomplish goals. Performs a variety of tasks. Leads and directs the work of others. A wide degree of creativity and latitude is expected. Typically consults with the head of a unit/department.

**Education:**
BS/BA (preferably in Computer Science, Management Information Systems or Engineering) is required. Windows certifications or equivalent are desirable.
Substitution of experience for education may be made where four (4) years of experience will be equivalent to a four (4) year degree. Years of experience, which are used to substitute for a college degree, cannot be used to otherwise qualify for the general experience requirement. Substitution of a master’s degree for experience may be made where a master’s degree will be equivalent to two (2) years of experience.

**Experience:**
8 years+ of general experience with 5 years of 8 years+ of specialized experience.

28. Drupal Administrator / Back-end Developer III

**Role/Responsibilities**
In this role, the Drupal Administrator / Back-end Developer III uses Acquia Insight to analyze, manage and tune Drupal CMS. Monitors backups, conducts periodic test recoveries. Works with Acquia Technical Support to resolve any issues. Manages users and permissions. Sets up and configures websites. Sets up, tests, implements, tunes and/or optimizes search engine, surveys and web analytics. Leads, assists and/or develops, tests, troubleshoots, implements and documents contributed and custom Drupal modules according to user requirements. Works with Business Analyst during requirements gathering phase. Serves as Web Server Administrator backup.
Education: BS/BA (preferably in Computer Science, Management Information Systems or Engineering) is required. Programming certifications or equivalent are desirable. Substitution of experience for education may be made where four (4) years of experience will be equivalent to a four (4) year degree. Years of experience, which are used to substitute for a college degree, cannot be used to otherwise qualify for the general experience requirement. Substitution of a master’s degree for experience may be made where a master’s degree will be equivalent to two (2) years of experience.

Experience: 8 years+ of general experience with 5 years of 8 years+ of specialized experience.

29. Drupal Front-end Developer II

Role/Responsibilities
In this role, the Drupal Front-end Developer II enhances Drupal theme and re-theme website for periodic redesigns. Manages content types. Develops and edits content input forms. Develops, edits and/or compresses images. Helps review websites for accessibility and privacy violations; and navigation and information architecture conformance. Conducts web quality checks on content. Provides customer support and support. Input and upload content.

Education: BS/BA (preferably in Computer Science, Management Information Systems or Engineering) is required. Substitution of experience for education may be made where four (4) years of experience will be equivalent to a four (4) year degree. Years of experience, which are used to substitute for a college degree, cannot be used to otherwise qualify for the general experience requirement. Substitution of a master’s degree for experience may be made where a master’s degree will be equivalent to two (2) years of experience.

Experience: 2 years+ of general experience with 1 year of 2 years+ of specialized experience.

30. IT Specialist III

Role/Responsibilities
In this role, the IT Specialist III applies knowledge of computer science principles, information management principles, data processing functions, ADP hardware and software systems structures and operations, and computer programming languages and techniques to solve automation problems. Applies scientific, engineering or business objectives by writing, modifying, or adapting computer programs in machine level, assembly, and third or fourth generation programming languages. Interfaces with and uses minicomputer and mainframe computer systems in addressing project objectives. Uses standard or conventional approaches to define, plan, organize, design, develop, modify, test and integrate database or data processing systems, computer hardware systems, and simulation models. Responsible for segments or phases of special projects. Applies knowledge of security and access controls, and security requirements (regulatory, standard and other measures according to COR) for data and systems.

Education: BS/BA in related field is required, MS/MA is preferred. Substitution of experience for education may be made where four (4) years of experience will be equivalent to a four (4) year degree. Years of experience, which are used to substitute for a college degree, cannot be used to otherwise qualify for the general experience requirement. Substitution of a master’s degree for experience may be made where a master’s degree will be equivalent to two (2) years of experience.

Experience: 8 years+ of general experience with 5 year of 8 years+ of specialized experience.

31. Mobile Applications Developer III

Role/Responsibilities
In this role, the Mobile Application Developer III leads, assists, and/or develops, tests, troubleshoots, implements, and documents mobile applications on iOS, Android and other platforms. Works with Business Analyst during requirements gathering phase. Sets up and configures mobile websites.

Education: BS/BA (preferably in Computer Science, Management Information Systems or Engineering) is required. Programming and mobile app certifications or equivalent are desirable. Substitution of experience for education may be made where four (4) years of experience will be equivalent to a four (4) year degree. Years of experience, which are used to substitute for a college degree, cannot be used to otherwise qualify for the general experience requirement. Substitution of a master’s degree for experience may be made where a master’s degree will be equivalent to two (2) years of experience.

Experience: 8 years+ of general experience with 5 years of 8 years+ of specialized experience.
32. **Web Server Administrator / Developer III**

**Role/Responsibilities**
In this role, the Web Server Administrator / Developer III monitors server performance and resolves and reports any problems. Works to resolve any issues. Monitors backups, conducts periodic test recoveries and reports any problems. Coordinates and works with system administrators on web server migrations, software upgrades and patches, documentation and troubleshooting. Manages users and permissions. Sets up and configures websites. Sets up, tests, implements, tunes and/or optimizes search engine, surveys and web analytics. Leads, assists and/or develops, tests, troubleshoots, implements and documents code according to user requirements. Works with Business Analyst during requirements gathering phase. Resolves problems with various programs and make enhancements. Serve as Drupal Administrator back-up.

**Education:** BS/BA (preferably in Computer Science, Management Information Systems or Engineering) is required. Programming and server certifications or equivalent are desirable. Substitution of experience for education may be made where four (4) years of experience will be equivalent to a four (4) year degree. Years of experience, which are used to substitute for a college degree, cannot be used to otherwise qualify for the general experience requirement. Substitution of a master’s degree for experience may be made where a master’s degree will be equivalent to two (2) years of experience.

**Experience:** 8 years+ of general experience with 5 years of 8 years+ of specialized experience.

33. **Business Analyst I**

**Role/Responsibilities**
In this role, the Business Analyst I interprets results using a variety of techniques, ranging from simple data aggregation via statistical analysis to complex data mining. Designs, develops, implements and maintains business solutions. Works directly with clients and project and business leaders to identify analytical requirements. Has knowledge of commonly-used concepts, practices, and procedures within a particular field. Relies on instructions and pre-established guidelines to perform the functions of the job.

**Education:** Substitution of a degree for experience may be made where a four (4) year bachelor degree will be equivalent to four (4) years of experience and a two (2) year associate degree will be equivalent to two (2) years of experience.

**Experience:** 1 years+ of general experience with 1 years+ of specialized experience.

34. **Business Analyst II**

**Role/Responsibilities**
In this role, the Business Analyst II formulates and defines systems scope and objectives based on both user needs and a thorough understanding of business systems and industry requirements. Devises or modifies procedures to solve complex problems considering computer equipment capacity and limitations, operation time, and form of desired results. Includes analysis of business and user needs, documentation of requirements, and translation into proper system requirements specifications. Provides consultation on complex projects and considered to be the top level contributor/specialist of most phases of systems analysis, while considering the business implications of the application of technology to the current and future business environment.

**Education:** BS/BA (preferably in Computer Science, Management Information Systems or Engineering) is required. Programming and server certifications or equivalent are desirable. Substitution of experience for education may be made where four (4) years of experience will be equivalent to a four (4) year degree. Years of experience, which are used to substitute for a college degree, cannot be used to otherwise qualify for the general experience requirement. Substitution of a master’s degree for experience may be made where a master’s degree will be equivalent to two (2) years of experience.

**Experience:** 2 years+ of general experience with 1 years to 2 years+ of specialized experience.

35. **Geospatial Database Analyst III**

**Role/Responsibilities**
In this role, the Geospatial Database Analyst III administers all geospatial data through systems such as Spatial Database Engine (SDE), Oracle, and SQL Server. Includes loading/formatting geospatial data into SDE, Oracle, and SQL Server, troubleshooting data problems within SDE/Oracle/SQL Server, and continually tuning the database servers to optimize use and access. Administers all ArcGIS Server web mapping applications. Provides technical support to GIS staff on geospatial database issues/problems and on ArcGIS Server issues/problems including all phases of production, data collection, data standardization, QA/QC, metadata creation, and CDROM production.
Manages GIS software updates and installs. Assists GIS staff with projects involving the creation and/or maintenance of geospatial data. Assists GIS staff with mapping and analysis tasks, and assisting in distributing products.

**Education:**
BS/BA Geography or related field required, MS/MA preferred. Substitution of experience for education may be made where four (4) years of experience will be equivalent to a four (4) year degree. Years of experience, which are used to substitute for a college degree, cannot be used to otherwise qualify for the general experience requirement. Substitution of a master’s degree for experience may be made where a master’s degree will be equivalent to two (2) years of experience.

**Experience:**
8 years+ of general experience with 5 years to 8 years+ of specialized experience.

### 36. Computer Programmer I

**Role/Responsibilities**
In this role, the Computer Programmer I applies knowledge of computer science principles, information management principles, data processing functions, ADP hardware and software systems structures and operations, and computer programming languages and techniques to solve automation problems. Applies scientific, engineering or business objectives by writing, modifying, or adapting computer programs in machine level, assembly, and third or fourth generation programming languages. Uses standard or conventional approaches to define, plan, organize, design, develop, modify, test and integrate database or data processing systems, computer hardware systems, and simulation models. Responsible for segments or phases of special projects.

**Education:**
Substitution of a degree for experience may be made where a four (4) year bachelor degree will be equivalent to four (4) years of experience and a two (2) year associate degree will be equivalent to two (2) years of experience.

**Experience:**
1 year+ of general experience.

### 37. Data Analyst I

**Role/Responsibilities**
In this role, the Data Analyst I provides support in data collection activities and data analysis tasks including, but not limited to, collection and analysis of data, research, survey data and program evaluation.

**Education:**
Substitution of a degree for experience may be made where a four (4) year bachelor degree will be equivalent to four (4) years of experience and a two (2) year associate degree will be equivalent to two (2) years of experience.

**Experience:**
1 year+ of general experience.

### 38. Subject Matter Expert III

**Role/Responsibilities**
In this role, the Subject Matter Expert III recognized for strong expertise in latest cutting technologies. Utilizes functional area expertise gained through direct industry experience to assess the operational and functional baseline of an organization and its organizational components. Works with senior managers and executives to provide industry vision and strategic direction with regard to their enterprise. Guides the determination of information technology inadequacies and/or deficiencies that affect the functional area’s ability to support/meet organizational goals. Generates functional area strategies for enhanced IT operations in a cross-functional area mode throughout the organization. Participates in account strategy sessions, strategic assessments and design reviews to validate enterprise approach and associated work products.

**Education:**
BS/BA-CS, CIS, EE, Math or equivalent technical studies. Substitution of experience for education may be made where four (4) years of experience will be equivalent to a four (4) year degree. Years of experience, which are used to substitute for a college degree, cannot be used to otherwise qualify for the general experience requirement. Substitution of a master’s degree for experience may be made where a master’s degree will be equivalent to two (2) years of experience.

**Experience:**
Minimum 10 years of industry experience Minimum 6 year of area of specialization.