GENERAL SERVICES ADMINISTRATION
Federal Supply Service

AUTHORIZED FEDERAL SUPPLY SCHEDULE PRICE LIST

On-line access to contract ordering information, terms and conditions, and up-to-date pricing and the option to create an electronic delivery order are available through GSAAdvantage!™, a menu-driven database system. The INTERNET address for GSAAdvantage!™ is: **GSAAdvantage.gov**

Schedule Title: Multiple Award Schedule

Schedule Number: MAS

Contract Number: GS-35F-069GA

Modification Number: PS-0030 Effective August 26, 2022

Contract Period: November 11, 2021 – November 10, 2026

Business Size: Large

For more information on ordering from Federal Supply Schedules go to the GSA Schedules page at GSA.gov.

TCG, Inc.
7348 Georgia Avenue, NW
Washington, DC 20012 - 1720
Phone: (202) 986-5533
Fax: (202) 986-5532
www.tcg.com

Contract Administration: Daniel Turner
Email: GSAContracts@tcg.com

Customer Information

1a. Special Item Numbers: SIN 54151S: see pages 6-17 for description and page 4-5 for pricing.
SIN 54151HEAL: see pages 19-20 for description and page 18 for pricing.
SIN 541611: see pages 22-23 for description and page 21 for pricing.
SIN 518210C: see pages 25for description and page 24 for pricing.
SIN OLM

1b. Lowest priced model and lowest unit prices: Prices shown in pricelist are net. See pages 4-5, 18, and 21 for lowest unit prices per SIN.

1c. Labor Category Descriptions: See pages 6-17 for SIN 54151S Services.
See pages 19-20 for SIN 54151HEAL Services.
See pages 22-23 for SIN 541611 Services.
See pages 24-25 for SIN 518210C Services

2. Maximum Order: SIN 54151S - $500,000
SIN 54151HEAL - $500,000
SIN 541611 - $1,000,000
SIN 518210C - $500,000

3. Minimum Order: $100.

4. Geographic Coverage: Domestic.

5. Points of Production: Washington, DC

6. Statement on Net Price: Prices shown in pricelist are net.

7. Quantity Discounts: None. However, discounts for orders placed that exceed the maximum order threshold shall be negotiated on an order by order basis.

8. Prompt Payment Terms: None. Information for Ordering Offices: Prompt payment terms cannot be negotiated out of the contractual agreement in exchange for other concessions.

9. Foreign Items: N/A

10a. Time of Delivery: To be negotiated per each delivery order.

10b. Expedited Delivery: Contact TCG, Inc. for expedited delivery.

10c. Overnight and Two-day Delivery: Contact TCG, Inc. for overnight and two-day delivery.

10d. Urgent Requirements: Contact TCG, Inc. for urgent requirements.

11. F.O.B Points: Destination

12a. Ordering Address:

TCG, INC.
7348 Georgia Avenue, NW
Washington, DC 20012-1720
Attn: Daniel Turner, President Phone: (202) 986-5533
Fax: (202) 986-5532
E-mail: GSAContracts@tcg.com

12b. Ordering Procedures: For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPA's) are found in Federal Acquisition Regulation (FAR) 8.405-3.

13. Payment Address:

TCG, INC.
7348 Georgia Avenue, NW
Washington, DC 20012-1720
Attn: Daniel Turner, President

14. Warranty Provision: N/A

15. Export Packing Charges: N/A

16. Terms and conditions of rental, maintenance, and repair: N/A

17. Terms and conditions of installation: N/A

18a. Terms and conditions of repair parts indicating date of parts price lists and any discount from list prices: N/A

18b. Terms and conditions for any other services: N/A

19. List of service and distribution points: N/A

20. List of participating dealers: N/A

21. Preventive Maintenance: N/A

22a. Environmental Attributes: N/A

22b. Section 508 Compliance: N/A

23. Unique Entity Identifier (UEI) number: DRUNBSXBERD5

24. Notification regarding registration in System for Award Management (SAM) database:
TCG, Inc. is registered in the SAM database.

IT Professional Services Prices – Labor Rates

SIN 54151S Information Technology Professional Services

	TCG - Hourly Rates				
Labor Category	**November 11, 2021 - November 10, 2022**	**November 11, 2022 - November 10, 2023**	**November 11, 2023 - November 10, 2024**	**November 11, 2024 - November 10, 2025**	**November 11, 2025 - November 10, 2026**
Application System Analyst IV	$92.59	$95.37	$98.23	$101.18	$104.21
Application System Analyst III	$106.98	$110.19	$113.50	$116.90	$120.41
Application System Analyst II	$120.00	$123.60	$127.31	$131.13	$135.06
Application System Analyst I	$141.00	$145.23	$149.59	$154.08	$158.70
Chief Senior Scientist	$206.00	$212.18	$218.55	$225.10	$231.86
**Clerk IV	$30.57	$31.49	$32.43	$33.40	$34.41
**Clerk III	$39.24	$40.42	$41.63	$42.88	$44.16
Configuration Manager	$102.19	$105.25	$108.41	$111.66	$115.01
Contract Administrator	$98.54	$101.50	$104.54	$107.68	$110.91
Course of Instruction Developer	$86.89	$89.50	$92.18	$94.95	$97.80
Database Administrator I	$68.80	$70.87	$72.99	$75.18	$77.44
Database Administrator II	$124.89	$128.63	$132.49	$136.47	$140.56
Database Specialist	$150.00	$154.50	$159.13	$163.91	$168.82
Desktop Publishing Specialist	$75.94	$78.22	$80.57	$82.98	$85.47
Documentation Specialist/Manager	$147.00	$151.42	$155.96	$160.64	$165.46
Graphic Artist/Illustrator	$72.78	$74.97	$77.21	$79.53	$81.92
Information Security Service Manager	$140.89	$145.12	$149.47	$153.96	$158.58
Programmer IV	$61.88	$63.74	$65.65	$67.62	$69.65
Programmer III	$80.09	$82.49	$84.97	$87.51	$90.14
Programmer II	$99.42	$102.40	$105.48	$108.64	$111.90
Programmer I	$146.78	$151.18	$155.72	$160.39	$165.20
Project Control Specialist	$87.98	$90.62	$93.34	$96.14	$99.02
Senior Project Control Specialist	$111.55	$114.89	$118.34	$121.89	$125.55
Project Manager	$178.51	$183.87	$189.38	$195.07	$200.92
Senior Project Manager	$257.48	$265.20	$273.16	$281.35	$289.79
Quality Assurance Specialist	$118.49	$122.04	$125.70	$129.48	$133.36
Quality Assurance Manager	$146.28	$150.67	$155.19	$159.85	$164.64
Security Analyst	$95.23	$98.08	$101.02	$104.06	$107.18
Software Developer IV	$87.98	$90.62	$93.34	$96.14	$99.02
Software Developer III	$105.00	$108.15	$111.40	$114.74	$118.18
Software Developer II	$130.00	$133.90	$137.92	$142.06	$146.32
Software Developer I	$170.00	$175.10	$180.35	$185.77	$191.34
Subject Matter Expert IV	$154.69	$159.33	$164.11	$169.03	$174.10
Subject Matter Expert III	$204.09	$210.21	$216.51	$223.01	$229.70
Subject Matter Expert II	$252.04	$259.60	$267.38	$275.41	$283.67

Subject Matter Expert I	$355.59	$366.26	$377.25	$388.57	$400.22
Technical Writer	$72.21	$74.38	$76.61	$78.90	$81.27
Video Production Specialist	$98.78	$101.74	$104.80	$107.94	$111.18
Visual Information Designer	$120.36	$123.98	$127.69	$131.53	$135.47
Web Content Administrator	$94.94	$97.79	$100.72	$103.74	$106.85
Web Designer	$131.28	$135.21	$139.27	$143.45	$147.75
Web Marketing Manager	$124.14	$127.86	$131.70	$135.65	$139.72
Web Operations Manager	$170.84	$175.97	$181.25	$186.68	$192.28
Web Software Developer	$199.22	$205.20	$211.35	$217.69	$224.22
Web Technical Administrator	$114.00	$117.42	$120.94	$124.57	$128.30

**Service Contract Labor Standards

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

The wage determination number is 2005-2103

SCLS Eligible Contract Labor Category	SCLS Equivalent Code Title	WD Number
Clerk III	01112	05-2103
Clerk IV	01113	05-2103

IT Professional Labor Category Descriptions

APPLICATION SYSTEM ANALYST IV
Minimum/General Experience: This level is staffed by beginners who have had sufficient educational background and/or experience to qualify them to start in applications systems analysis.

Functional Responsibility: Under immediate supervision, assists in research and fact-finding to develop or modify information systems. Assists in preparing detailed specifications from which programs will be written. Analyzes and revises existing system logic difficulties and documentation as necessary.

Minimum Education: B.S. or B.A. Degree

APPLICATION SYSTEM ANALYST III
Minimum/General Experience: Competent to work on most phases of applications systems analysis activities, but requires instruction and guidance in other phases.

Functional Responsibility: 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. Analyzes and revises existing system logic difficulties and documentation as necessary.

Minimum Education: B.S. or B.A. Degree

APPLICATION SYSTEM ANALYST II
Minimum/General Experience: Under general direction formulates/defines system scope and objectives based on user needs. Competent to work at the highest technical level of all phases of applications systems analysis activities. May use CASE tools.

Functional Responsibility: Devises or modifies procedures to solve complex problems considering computer equipment capacity and limitations, operating time and form of desired results. Prepares detailed specifications from which programs will be written. Analyzes and revises existing system logic difficulties and documentation as necessary.

Minimum Education: B.S. or B.A. Degree

APPLICATION SYSTEM ANALYST I
Minimum/General Experience: Top level technical expert in one or more highly specialized phases of applications systems analysis. Acts independently under general direction. Has full technical knowledge of all phases of applications systems analysis. May use CASE tools. May have duties instructing, directing and checking the work of other applications systems analysis personnel. May have quality assurance review responsibilities.

Functional Responsibility: Provides technical consulting on complex projects. Formulates/defines system scope and objectives. Often acts as business expert and assists users in defining needs. Devises or modifies procedures to solve complex problems considering computer equipment capacity and limitations, operating time and form of desired results. Prepares detailed specifications from which programs will be written. Analyzes and revises existing system logic difficulties and documentation as necessary.

Minimum Education: B.S. or B.A. Degree

CHIEF SENIOR SCIENTIST
Minimum/General Experience: Minimum of ten years of experience is required, of which six must be specialized. Specialized experience required includes demonstrated ability to complete engineering project development from inception to deployment; demonstrated ability to provide technical guidance and direction in multiple tasks across several functional areas and including the use of different technologies; proven expertise in applying information, telecommunications, or related engineering technologies. Is widely recognized as an expert in the selected field as a result of certification, authoring, or holding either appointed or elected position of one or more influential organizations.

Functional Responsibility: Is responsible for technical aspects of a program or project. Operates within client guidance, contractual limitations, and company business and policy directives. Serves as technical focal point of contact with client on program activities. In the absence of a program manager, performs those duties and ensures that all required resources including manpower, production standards, computer time, and facilities are available for program implementation. Acting as the program manager, manages program consisting of multiple project tasks including project identification, design, development and delivery. Provides expert guidance and direction at the highest possible expert and intellectual levels for

very difficult areas requiring innovation and research for tasks involving information technology related policy at a high level affecting large organizations or population. Confers with project manager to provide technical advice and to assist with problem resolution. May participate in contract negotiations.

Minimum Education: Ph.D., LL.D., or M.D. Degree

CLERK IV
Minimum/General Experience: Must have two years of experience in data entry.

Functional Responsibility: Operates keyboard or other data entry device to enter data into computer or onto magnetic tape or disk for subsequent entry. Enters alphabetic, numeric, or symbolic data from source documents into computer using data entry device, such as keyboard or optical scanner, and follows format displayed on screen. Compares data entered with source documents. Deletes incorrectly entered data, and re-enters correct data. May compile, sort, and verify accuracy of data to be entered.

Minimum Education: H.S. Diploma

CLERK III
Minimum/General Experience: Must have four years of experience in data entry.

Functional Responsibility: Operates keyboard or other data entry device to enter data into computer or onto magnetic tape or disk for subsequent entry. Enters alphabetic, numeric, or symbolic data from source documents into computer using data entry device, such as keyboard or optical scanner, and follows format displayed on screen. Compares data entered with source documents. Deletes incorrectly entered data, and re-enters correct data. May compile, sort, and verify accuracy of data to be entered.

Minimum Education: H.S. Diploma

CONFIGURATION MANAGER
Minimum/General Experience: Two years of configuration management experience in hardware and software components for a large-scale network system is required.

Functional Responsibility: Analyzes proposed changes of product design to determine effect on overall system and coordinates recording of modifications for management control. Confers with manufacturer or customer representatives to establish change-reporting procedure and prepares directives for change authorization and documentation by company and subcontractor personnel. Analyzes proposed part-design changes and exhibits to prepare report of effect on overall product for management action, using knowledge of engineering, manufacturing, and procurement activities.

Minimum Education: B.S. or B.A. Degree

CONTRACT ADMINISTRATOR
Minimum/General Experience: Experience is required in contract administration, purchasing, cost and price analysis, and negotiations.

Functional Responsibility: Directs contract administration activities including cost and business proposal preparation. Performs cost and price analysis, and conducts negotiations. Originates and executes complex custom service contracts for equipment hardware, software, and services. Determines appropriate contract form and develops supplementary contract language for software licenses and stand-alone service contracts. Ensures company is in full compliance with all contract terms and conditions. Provides all necessary auditing and financial information to client. Maintains contract file and serves as a company liaison.

Minimum Education: B.S. or B.A. Degree

COURSE OF INSTRUCTION DEVELOPER
Minimum/General Experience: Must have three to four years of experience in information systems development, training or related fields.

Functional Responsibility: Develops and conducts training programs for employees of   industrial, commercial, service, or government establishment. Confers with management to gain knowledge of work situation requiring training for employees to better understand changes in policies, procedures, regulations, and technologies. Selects or develops teaching aids, such as training handbooks, demonstration models, multimedia visual aids, computer tutorials, and reference works. Tests trainees to measure progress and to evaluate effectiveness of training.

Minimum Education: B.S. or B.A. Degree

DATABASE ADMINISTRATOR I
Minimum/General Experience: Must have five years of progressive experience in database management systems (DBMS) analysis and programming with two years of experience managing, designing, and modeling databases.

Functional Responsibility: Plans, organizes, and controls overall activities of database systems. Responsibilities include monitoring standards, systems, and procedures as they relate to database design and integration; defining the scope of the database function; organizing the database function; documenting activities, procedures, and results; and managing database security.

Minimum Education: B.S. or B.A. Degree

DATABASE ADMINISTRATOR II
Minimum/General Experience: Must have seven years of progressive experience in database management systems (DBMS) analysis and programming with three years of experience managing, designing, and modeling databases.

Functional Responsibility: Plans, organizes, and controls overall activities of database systems. Responsibilities include monitoring standards, systems, and procedures as they relate to database design and integration; defining the scope of the database function; organizing the database function; documenting activities, procedures, and results; and managing database security.

Minimum Education: B.S. or B.A. Degree

DATABASE SPECIALIST
Minimum/General Experience. At least 8 years of specialized experience including data design, data architecture, metadata and repository creation.

Functional Responsibility: Provides senior technical support to translate business needs into long-term architecture solutions. Defines, designs, and builds data bases and is responsible for developing data architecture blueprints, evaluating hardware and software platforms, and integrating systems. Responsible for developing enterprise level data strategy, data architecture, and data management policies, processes, and procedures. Advises application developers on technology, methodology, and best practices to reach enterprise goals such as data sharing, data integration, data quality, and data security.

Minimum Education: Bachelor's Degree or equivalent.

DESKTOP PUBLISHING SPECIALIST
Minimum/General Experience: Must have one year of desktop publishing experience

Functional Responsibility: Uses a microcomputer and associated software to design and produce high- quality documents, which simulate typeset quality. Imports text from word processing software and reformats to enhance design characteristics. Imports graphic software images and integrates with text. May operate digital scanner and edit graphic images.

Minimum Education: B.S. or B.A. Degree

DOCUMENTATION SPECIALIST/MANAGER
Minimum/General Experience: Experienced in preparing and maintaining technical documentation. Must be competent to work at a high level of all phases of documentation.

Functional Responsibility: Prepares and or maintains systems, programming, and operations documentation, procedures, and methods (e.g., user and reference manuals). Maintains an up-to-date internal documentation library. Provides or coordinates special documentation services as required. May act as project leader for large documentation jobs.

Minimum Education: B.S. or B.A. Degree

GRAPHIC ARTIST/ILLUSTRATOR
Minimum/General Experience: Must have four year experience in developing computer graphics art for electronic publications and training material.

Functional Responsibility: Under general direction, designs, implements, and maintains semi-detailed electronic art. Is capable of producing engineering drawings and 2D/3D graphics with animation for training programs and simulators.

Minimum Education: H.S. Diploma and technical training in computer graphics art.

INFORMATION SECURITY SERVICE MANAGER

Minimum/General Experience: Minimum of five years of experience is required including defining computer security requirements for high-level applications, evaluation of approved security product capabilities, and developing solutions to problems.

Functional Responsibility: Analyzes and defines security requirements. Designs, develops, engineers, and implements solutions to requirements. Gathers and organizes technical information about goals and needs, existing security products, and ongoing programs. Performs risk analyses that also include risk assessment.

Minimum Education: B.S. or B.A. Degree

PROGRAMMER IV

Minimum/General Experience: This level is staffed by beginners who have had sufficient educational background and/or experience to qualify them to start in applications programming.

Functional Responsibility: Under immediate supervision, modifies applications programs from detailed specifications. Codes, debugs, documents and maintains those programs.

Minimum Education: B.S. or B.A. Degree

PROGRAMMER III

Minimum/General Experience: Competent to work on most phases of applications programming activities, but requires instruction and guidance in phases.

Functional Responsibility: Under general supervision, modifies moderately complex applications programs from detailed specifications. Codes, debugs, documents and maintains those programs.

Minimum Education: B.S. or B.A. Degree

PROGRAMMER II

Minimum/General Experience: Competent to work at the highest level of all phases of applications programming activities.

Functional Responsibility: Under general direction, devises or modifies procedures to solve complex problems considering computer equipment capacity and limitation, operating time and form of desire results. Designs, codes, tests, debugs and documents programs.

Minimum Education: B.S. or B.A. Degree

PROGRAMMER I

Minimum/General Experience: Top level technical expert in one or more highly specialized phases of applications programming. Acts independently under general direction.

Functional Responsibility: Provides technical consulting on complex projects. Devises or modifies procedures to solve complex problems considering computer equipment capacity and limitations, operating time and form of desired results. Responsible for program design, coding, testing, debugging and documentation. Has full

technical knowledge of all phases of applications programming. May have duties instructing, directing and checking the work of other programming personnel. May have quality assurance review responsibilities.

Minimum Education: B.S. or B.A. Degree

PROJECT CONTROL SPECIALIST

Minimum/General Experience: Minimum of four years of experience, assisting in the preparation and analysis of financial reports and the development of complex project schedules.

Functional Requirements: Tracks program tasks/requirements specified in the contract in accordance with the specified schedule and cost constraints. Utilizes Project software linked to an automated cost-tracking tool, to track program requirements and cost. Validates contract cost from financial management system. Conducts trend analysis of program cost and provides resultant information and insight to the Program Management Organization (PMO). Responsible for the execution of CDRLs within a contract, including coordinating activities within the PMO to develop all CDRLs. Responsible for developing program schedules, management, and financial CDRL requirements.

Minimum Education: B.S. or B.A. Degree

SENIOR PROJECT CONTROL SPECIALIST

Minimum/General Experience: Minimum of ten years experience, of which three years must be specialized in the preparation and analysis of financial statements and the development and tracking of complex project schedules/tasks.

Functional Responsibilities: Develops and implements a tracking system to track program tasks/requirements in accordance with the contract requirements. The SPCS utilizes Microsoft Project linked to an automated cost tracking tool to track program requirements and cost. Validates contract cost from financial management system. Coordinates with Program Management Organization (PMO) providing trends and insight concerning contract cost and status of program requirements. Responsible for the execution of Contract Data Requirements Lists (CDRL's) within a contract, including coordinating activities within PMO to develop all CDRL's. Responsible for developing program schedules, management and financial CDRL requirements.

Minimum Education: B.S. or B.A. Degree

PROJECT MANAGER

Minimum/General Experience: Minimum of eight years of experience is required, of which six years must be specialized. Specialized experience includes: complete project development from inception to deployment; proven expertise in the management and control of funds and resources, demonstrated capability in managing multitask contracts.

Functional Responsibility: Leads the project or multiple tasks and retains overall responsibility for performance including cost, schedule, deliverables, and contractual compliance. Provides the interface to the customer and other project leaders. May work under a Program Manager for multiple projects. Identifies, acquires, and utilizes company resources to achieve project technical objectives. Establishes priorities, task assignments, and completion. Ensures that quality and productivity standards are maintained while meeting project/client deadlines and budget constraints. Ensures   quality assurance and timely delivery of all specified deliverables. Identifies all task responsibilities and reports any changes or suggestions accordingly to a Senior Program Manager or Program Manager. Supervises the training of new personnel under the project to ensure compliance with government regulations, codes, and company policy and procedures. Participates in contract negotiations.

Minimum Education: B.S. or B.A. Degree

SENIOR PROJECT MANAGER

Minimum/General Experience: Minimum of ten years of experience is required, of which eight years must be specialized. Specialized experience includes complete project development from inception to deployment, demonstrated ability to provide guidance and direction in multiple tasks across several functional areas; proven expertise in the management and control of funds and resources; and demonstrated capability in managing multitask contracts.

Functional Responsibility: Leads the project or multiple tasks and retains overall responsibility for performance including cost, schedule, deliverables, and contractual compliance. Provides the interface to the customer and other project leaders. May work under a Program Manager for multiple projects. Identifies, acquires, and utilizes company resources to achieve project technical objectives. Establishes priorities, task assignments, and completion. Ensures that quality and productivity standards are maintained while meeting project/client deadlines and budget constraints. Ensures quality assurance and timely delivery of all specified deliverables. Identifies all task responsibilities and reports any changes or suggestions accordingly to a Senior Program Manager or Program Manager. Supervises the training of new personnel under the project to ensure compliance with government regulations, codes, and company policy and procedures. Participates in contract negotiations.

Minimum Education: B.S. or B.A. Degree

QUALITY ASSURANCE SPECIALIST

Minimum/General Experience: Performs work flow analysis and recommends quality improvements. Typically reports to Quality Assurance Manager.

Functional Responsibility: Under limited supervision, carries out procedures to ensure that all system product and services meet minimum company standards and end-user requirements. Thoroughly tests products to ensure proper operation and freedom from defects. Documents all problems and work to resolve them; reports progress on problem resolution to management. Devises improvements to current procedures and develops models of possible future configurations.

Minimum Education: B.S. or B.A. Degree

QUALITY ASSURANCE MANAGER

Minimum/General Experience: Minimum of six years of experience is required in quality assurance and quality control. At least three years of experience in verification and validation, software testing and integration, software metrics, and their applications to software quality assessment is required.

Functional Responsibility: Establishes and maintains a process for evaluating software and associated documentation. Determines the resources required for quality control. Maintains the level of quality throughout the software life cycle. Reviews and verifies the preparation of quality assurance documentation and procedures. Conducts formal and informal reviews at predetermined points throughout the development life cycle. Interfaces with clients for quality assurance audits, resolution of discrepancies, and other quality assurance matters.

Minimum Education: B.S. or B.A. Degree

SECURITY ANALYST

Minimum/General Experience: Must have six years of experience with security engineering responsibility for large-scale secure data communications networks.

Functional Responsibility: Ensures that prototype and pilot services are safe from security threats. Responsibilities include the installation, operation, and management of approved security devices to provide a variety of security services.

Minimum Education: B.S. or B.A. Degree

SOFTWARE DEVELOPER IV

Minimum/General Experience: Under direct supervision, performs maintenance on existing software products; assists in coding, testing, and debugging new software or making enhancement to existing software.

Functional Responsibility: Writes programs according to specifications from higher level staff or business analysts. Make suggestions for problem solutions or software enhancements. May assist in development of user manuals. Works with technical staff to learn and understand problems with software.

Minimum Education: B.S. or B.A. Degree

SOFTWARE DEVELOPER III

Minimum/General Experience: Under general supervision, develops, codes, test, and debugs new software of enhancements to existing software. Has good understanding of business application.

Functional Responsibility: Works with technical staff to understand problems with software and resolve them. Resolves customer complaints with software and responds to suggestions for improvements and enhancements. May assist in development of software user manuals. Demonstrates software.

Minimum Education: B.S. or B.A. Degree

SOFTWARE DEVELOPER II

Minimum/General Experience: Under general direction, participates as high level technical expert in design, development, coding, testing, and debugging new software or significant enhancements to existing software.

Functional Responsibility: Works with technical staff to understand problems with software and develops specifications to resolve them. Resolves customer complaints and responds to suggestions for improvements and enhancements. Participates in the development of software user manuals. May act as team leader on less complex projects. Assists in training less experienced software development staff.

Minimum Education: B.S. or B.A. Degree

SOFTWARE DEVELOPER I

Minimum/General Experience: Under general direction, has full technical knowledge and thorough understanding of business application of the project.

Functional Responsibility: Provides technical consulting on complex projects. Formulates/defines system scope and objectives. Often acts as business expert and assists users in defining needs. Devises or modifies procedures to solve complex problems considering computer equipment capacity and limitations, operating time and form of desired results. Prepares detailed specifications from which programs will be written. Analyzes and revises existing system logic difficulties and documentation as necessary.

Minimum Education: B.S. or B.A. Degree

SUBJECT MATTER EXPERT IV

Minimum/General Experience: Three years of experience in a functional area of expertise is required.

Functional Responsibility: Provides expert consultative support to a functional technical area of the project. Develops solutions to complex problems. Works closely with the information technologists to identify the best technological solution to technical issues.

Minimum Education: B.S. or B.A. Degree

SUBJECT MATTER EXPERT III

Minimum/General Experience: The continual evolution of new technologies and specialized skills minimize the emphasis placed upon the relevant experience the person may possess.

Functional Responsibility: Provides expert consultative support to a functional area of the project. Develops solutions to complex problems. Works closely with the information technologists to identify the best technological solution to technical issues. This positions provides specialized support to the contract which may, or may not, be technical in nature

Minimum Education: B.S. or B.A. Degree

SUBJECT MATTER EXPERT II

Minimum/General Experience: The continual evolution of new technologies and specialized skills minimize the emphasis placed upon the relevant experience the person may possess.

Functional Responsibility: Provides expert consultative support to a functional area of the project. Provide extremely high level functional system development or analysis. Position incorporates the design, integration, documentation, implementation and analysis on exceptionally complex problems requiring extensive knowledge of the subject matter. This positions provides specialized support to the contract which may, or may not, be technical in nature

Minimum Education: Specific skills and education that pertain to specialized requirements of the project.

SUBJECT MATTER EXPERT I

Minimum/General Experience: A minimum of eighteen years of experience is required, of which eight years must be specialized. The continual evolution of new technologies and specialized skills is critical to maintain current knowledge in focused areas of expertise.

Functional Responsibility: Provides expert consultative support to a project, program or client. Provides extremely high-level functional, technical or business expertise and analysis. The position requires the design, integration, documentation, implementation and analysis of exceptionally complex problems requiring extensive knowledge of a subject. This position provides specialized support that may be technical, functional, managerial or business oriented.

Minimum Education: Bachelor's Degree and specific skills and education that pertain to specialized subject matter requirements.

TECHNICAL WRITER

Minimum/General Experience: Must have two years of experience in writing and editing technical documents.

Functional Responsibility: Assists in the collecting and organizing of information for preparation of user manuals, training materials, installation guides, and reports. Edits functional descriptions, system specifications, user manuals, reports, or other client deliverables.

Minimum Education: B.S., B.A., or A.A. Degree

VIDEO PRODUCTION SPECIALIST

Minimum/General Experience: Must have four years of experience in video, studio, and post-production, computerized editing equipment, and production of interactive video discs.

Functional Responsibility: Under general direction, implement media production via videotape recorder/player, digital special effects equipment, and digital still frame storage equipment. Develops tapes for videodisc, single frame editing, and production techniques. Utilizes authoring and production automation systems to produce interactive videodiscs.

Minimum Education: B.S. or B.A. Degree

VISUAL INFORMATION DESIGNER

Minimum/General Experience: Must have five years of experience in visual communications or related fields.
Functional Responsibility: Responsible for the planning, designing, producing, and editing of visual material used in printed material, exhibits, briefings, television, motion pictures, etc. to include photographs and illustrations.

Minimum Education: B.S. or B.A. Degree

WEB CONTENT ADMINISTRATOR

Minimum/General Experience: Requires experience in production management, web page design, HTML, and web graphics types and standards.

Functional Responsibility: Responsible for developing and providing content that will motivate and entertain users so that they regularly access the website and utilize it as a major source for information and decision making. Responsible for managing/performing website editorial activities including gathering and researching information that enhances the value of the site. Locates, negotiates, and pursues content. Seeks out customers to gather feedback for website improvement and enhancements.

Minimum Education: B.S. or B.A. Degree

WEB DESIGNER

Minimum/General Experience: Requires an understanding of web-based technologies and knowledge of HTML, PhotoShop, Illustrator, and/or other design-related applications.

Functional Responsibility: Designs and builds web pages using a variety of graphics software applications, techniques, and tools. Designs and develops user interface features, site animation, and special-effect elements. Contributes to the design group's efforts to enhance the look and feel or the organization's online offerings. Designs the website to support the organization's strategies and goals relative to external communications.

Minimum Education: B.S. or B.A. Degree

WEB MARKETING MANAGER

Minimum/General Experience: Requires an understanding of web technologies.

Functional Responsibility: Responsible for developing and implementing the organization's web strategies for promoting products/services through strategic marketing on the website. Responsible for assisting in the creation and implementation of the web marketing plan. Works closely with design and content management teams to ensure site meets marketing objectives. Monitors site access patterns to adjust strategies and plans.

Minimum Education: B.S. or B.A. Degree

WEB OPERATIONS MANAGER
Minimum/General Experience: Requires extensive experience with web technologies and web page design.

Functional Responsibility: Responsible for ongoing oversight of web strategy and operations. Develops business plan and annual budget for website function. Accountable for budget, staff planning, management, and product/service delivery. Oversees operational activities of the website(s) with specific attention aimed at content creation and website maintenance.

Minimum Education: B.S. or B.A. Degree

WEB SOFTWARE DEVELOPER
Minimum/General Experience: Requires developmental experience in web-based languages.

Functional Responsibility: Designs, develops, troubleshoots, debugs, and implements software code (such as HTML, CGI, and Javascript) for a component of the website. Works with graphic designers and other members of a project team to develop the site concept, interface design, and architect of the website. Responsible for interface implementation. Requires navigation and site-design instincts.

Minimum Education: B.S. or B.A. Degree

WEB TECHNICAL ADMINISTRATOR
Minimum/General Experience: Requires experience in systems technologies.

Functional Responsibility: In role of onsite administrator, responsible for achieving overall technical integrity of organization's website. Maintains and upgrades hardware and telecommunication connectivity. Administers e-mail, chat, and FTP services. Communicates router configuration changes and troubleshoots system errors and bugs. Maintains servers, creates monitoring reports and logs, and ensures functionality of links. Monitors site for acceptable performance and user accessibility. Establishes backups and monitors site security.

Minimum Education: B.S. or B.A. Degree

Allowable Substitution of Education and Experience

The minimum education and experience will be met when the equivalencies in the tables below are considered. Additional educational achievements in excess of requirements can be substituted for experience requirements:

REQUIRED EDUCATION	ACTUAL EDUCATION OBTAINED	ADDITIONAL YEARS OF EXPERIENCE CREDITED THE TCG EMPLOYEE
M.A./M.S.	Ph.D.	4
B.A./B.S.	Ph.D.	6
B.A./B.S.	M.A./M.S.	2
H.S./G.E.D.	B.A./B.S.	4

Additional experience in excess of requirements can be substituted for educational requirements:

ACTUAL EDUCATION	REQUIRED EDUCATION	ADDITIONAL YEARS OF EXPERIENCE NEEDED FOR EDUCATIONAL REQUIREMENTS EQUIVALENCY
H.S./G.E.D.	B.A./B.S.	4
H.S./G.E.D.	M.A./M.S.	6
H.S./G.E.D.	Ph.D.	No Equivalency
B.A./B.S.	M.A./M.S.	2
B.A./B.S.	Ph.D.	No Equivalency
M.A./M.S.	Ph.D.	4

Health IT Professional Services Prices – Labor Rates
SIN 54151HEAL Health Information Technology Services

TCG - Hourly Rates					
Labor Category	**November 11, 2021 - November 10, 2022**	**November 11, 2022 - November 10, 2023**	**November 11, 2023 - November 10, 2024**	**November 11, 2024 - November 10, 2025**	**November 11, 2025 - November 10, 2026**
Health IT Business Analyst	$135.03	$139.08	$143.25	$147.55	$151.97
Health IT Biostatistician	$112.40	$115.77	$119.24	$122.82	$126.50
Health IT Project Manager	$159.12	$163.89	$168.81	$173.88	$179.09
Health IT Subject Matter Expert III	$130.59	$134.51	$138.55	$142.70	$146.98
Health IT Application System Analyst IV	$73.66	$75.87	$78.15	$80.49	$82.91
Health IT quality Assurance Specialist	$67.27	$69.29	$71.37	$73.51	$75.72

Health IT Professional Labor Category Descriptions

HEALTH IT BUSINESS ANALYST
Minimum/ General Experience: 2 years of experience in Health IT field

Functional Responsibility: Health IT Business Analyst documents use cases, workflows, and functionality associated with the Electronic Health Record system that tracks demographics subject-study attribution, vital signs, clinical documentation, alerts, allergies, observations, document images, medication administration, medication orders, other orders and admission / discharge / transfer information related to research.

Minimum Education: Bachelor's Degree

HEALTH IT BIOSTATISTICIAN
Minimum/ General Experience: 5 years of experience in Health IT analyzing data in biological/clinical studies

Functional Responsibility: Provides expert biostatistician services in statistical analysis, clinical studies, and health services studies. Specialize in the application of statistics and/or computer technology to biological studies applying the use of statistical software and languages such as SAS, BMDP, SPSS, PL/1, STATA, R, or Python.

Minimum Education: Master's Degree in Public Health, Statistics, Science, or a related field

HEALTH IT PROJECT MANAGER
Minimum/ General Experience: 8 years of experience in Health IT field

Functional Responsibility: The Health IT Project Manager is responsible for managing all project execution, quality, and delivery activities related to updates and improvements to the health IT related database platform or health IT research study.

Minimum Education: Bachelor's Degree

HEALTH IT SUBJECT MATTER EXPERT III
Minimum/ General Experience: 8 years of experience in Health IT field. The continual evolution of new technologies and specialized skills minimize the emphasis placed upon the relevant experience the person may possess.

Functional Responsibility: Provides health data and database expertise to ensure that the database design meets program and regulatory specifications.

Minimum Education: Bachelor's Degree

HEALTH IT APPLICATION SYSTEM ANALYST IV
Minimum/ General Experience: 2 years of experience in the Health IT field. This level is staffed by beginners who have had sufficient educational background and/or experience to qualify them to start in applications systems analysis.

Functional Responsibility: Performs upgrades, maintenance, and enhancement on the Health IT Database to ensure that it is designed and operated according to regulatory specifications on data collection and reporting.

Minimum Education: Bachelor's Degree

HEALTH IT QUALITY ASSURANCE SPECIALIST

Minimum/ General Experience: 3 years of experience in the Health IT field. Performs work flow analysis and recommends quality improvements. Typically reports to Quality Assurance Manager.

Functional Responsibility: Conducts quality reviews and testing of the Health IT research database to ensure that it is properly capturing, storing, and reporting the health data contained in the system.

Minimum Education: Bachelor's Degree

Professional Services - Business Administrative Services – Labor Rates

SIN 541611 Management and Financial Consulting, Acquisition and Grants Management Support, and Business Program and Project Management Services

Labor Category	November 11, 2021 - November 10, 2022	November 11, 2022 - November 10, 2023	November 11, 2023 - November 10, 2024	November 11, 2024 - November 10, 2025	November 11, 2025 - November 10, 2026
TCG - Hourly Rates					
Consultant	$138.40	$142.56	$146.83	$151.24	$155.78
Consultant	$172.97	$178.16	$183.51	$189.01	$194.68
Consultant	$207.57	$213.80	$220.21	$226.82	$233.62
Consultant	$242.17	$249.44	$256.92	$264.63	$272.57
Program Manager	$290.60	$299.32	$308.30	$317.55	$327.08
Project Manager I	$242.17	$249.44	$256.92	$264.63	$272.57
Project Manager II	$269.85	$277.94	$286.28	$294.87	$303.72

SIN 541611 Management and Financial Consulting, Acquisition and Grants Management Support, and Business Program and Project Management Services Labor Category Descriptions

PROGRAM MANAGER
Functional Responsibility:
Manages the contractual relationship with clients and oversees several projects at a program level. Meets and confers with client regarding the status of specific program and management activities and problems, issues or conflicts regarding resolution. Conducts quality assurance over key project deliverables. Resolves issues with staff, tools and methods. Conducts and or participates in project staff meetings and client meetings to resolve issues through application of company resources or experiences gained on other projects. Capable of negotiating and making binding decisions for the company.

Position Qualifications:
B.S. or B.A. Degree with 10 years experience in management, business consulting and/or organizational development environment with demonstrated ability in the management of large-scale projects.

PROJECT MANAGER II
Functional Responsibility:
Manages the day-to-day operations of the project. Prepares project estimates and work plans using company experience on prior projects and the proprietary company methods and tools for planning and estimating projects. Prepares and presents project status reports to company and client management. Resolves project staffing and planning issues. Manages the company staff assigned to the project. Conducts preliminary quality assurance over project deliverables and project activities. May manage the contractual relationship with the client.

Position Qualifications:
B.S. or B.A. Degree with 8 years experience in management, business consulting and/or organizational development environment.

PROJECT MANAGER I
Functional Responsibility:
Manages the day-to-day operations of the project. Prepares project estimates and work plans using company experience on prior projects and the proprietary company methods and tools for planning and estimating projects. Prepares and presents project status reports to company and client management. Resolves project staffing and planning issues. Manages the company staff assigned to the project. Conducts preliminary quality assurance over project deliverables and project activities.

Position Qualifications:
B.S. or B.A. Degree with 6 years experience in management, business consulting and/or organizational development environment.

CONSULTANT IV
Functional Responsibility:
Specialized knowledge of business issues related to implementing systems or specialized experience in business best practices and/or the management of complex business change. Applies knowledge of industry best practices, business process transformation, or change management methods. Provides subject matter knowledge to project managers and analysts. Works with the program manager to allocate staffing and resolve business issues.

Position Qualifications:

B.S. or B.A. Degree with 12 years experience in management, business and/or consulting environment.

CONSULTANT III
Functional Responsibility:
Specialized knowledge of business issues related to implementing systems or specialized experience in business best practices and/or the management of complex business change. Applies knowledge of industry best practices, business process transformation, or change management methods. Provides subject matter knowledge to project managers and analysts. Works with the program manager to allocate staffing and resolve business issues.

Position Qualifications:
B.S. or B.A. Degree with 8 years experience in management, business and/or consulting environment.

CONSULTANT II
Functional Responsibility:
Experience in analysis of business or functional issues and or training/certification in analysis of functional issues. Experience analyzing proposed system modifications and identifying and designing alternate functional/business solutions. Provides business process perspectives. Conducts/Participates in requirements analysis sessions. Advises on business and management improvement issues. Performs/contributes to functional deliverables. Transfers functional knowledge to agency/department team members.

Position Qualifications:
B.S. or B.A. Degree with 6 years experience in management, business and/or consulting environment.

CONSULTANT I
Functional Responsibility:
Experience in current business or functional issues and performs successfully in a team environment. Supports business and management process teams across a variety of issues. Performs surveys, conducts research, prepares deliverables related to business and functional support tasks.

Position Qualifications:
B.S. or B.A. Degree with 4 years experience in management, business and/or consulting environme

Cloud IT Professional Services – Labor Rates
SIN 518210C Cloud & Cloud Related IT Professional Services

TCG Hourly Rate	
Labor Category	**Hourly Rate**
Cloud IT Application Engineer Level 2	$158.44
Cloud IT Application Programmer Level 3	$162.47
Cloud IT Computer Systems Analyst Level 2	$143.23
Cloud IT Information Engineer Level 1	$149.23

SIN 518210C Cloud & Cloud Related IT Professional Services Labor Category Descriptions

CLOUD IT APPLICATION ENGINEER LEVEL 2
Minimum General Experience: 5 years
Functional Responsibility: Analyze and study complex system requirements in a cloud environment. Design cloud applications, tools and subsystems to support reuse and domain analyses optimized for cloud services and architectures, and manage their implementation. Manage application development and support using formal specifications, data flow diagrams, and other accepted design techniques. Estimate software development costs and schedule. Review existing programs, cloud configurations, and architectures and assist in making refinements, reducing operating time, and improving current techniques. Supervise software configuration management.
Minimum Education: Bachelor's Degree

CLOUD IT APPLICATION PROGRAMMER LEVEL 3
Minimum General Experience: 3 years
Functional Responsibility: Analyze functional business applications and design specifications for functional areas such as finance, accounting, personnel, manpower, logistics, and contracts. Develop block diagrams and logic flow charts. Translate detailed design into computer software for varied architectures in a cloud environment. Test, debug, and refine the computer software to produce the required product. Prepare required documentation, including cloud architecture level, program-level, and user- 2 level documentation. Enhance software to reduce operating time, improve efficiency and leverage cloud services. Provide technical direction to programmers to ensure program deadlines are met. Experience in information system design, including application programming in cloud environments and the development of complex software to satisfy design objectives.
Minimum Education: Bachelor's Degree

CLOUD IT COMPUTER SYSTEMS ANALYST LEVEL 2
Minimum General Experience: 3 years
Functional Responsibility: Provide technical and administrative direction for personnel performing software development tasks in a cloud environment, including the review of work products for correctness, adherence to the design concept and to user standards, adherence to best practices for cloud based software development, and for progress in accordance with schedules. Coordinate with the Project and/or Program Manager to ensure problem solution and user satisfaction. Make recommendations, if needed, for approval of major systems deployments and cloud architectural decisions. Prepare milestone status reports and deliveries/presentations on the system concept to colleagues, subordinates, and end user representatives. Provide daily supervision and direction to support staff.
Minimum Education: Bachelor's Degree

CLOUD IT INFORMATION ENGINEER LEVEL 1
Minimum General Experience: 5 years
Functional Responsibility: Apply business process improvement practices to re-engineer methodologies/principles and business process modernization projects for a cloud environment. Apply, as appropriate, activity and data modeling, transaction flow analysis, internal control and risk analysis, and modern business methods and performance measurement techniques. Assist in establishing standards for information systems procedures in a cloud environment. Develop and apply organization-wide information models for use in designing and building integrated, shared software and database management systems and data warehouses in a virtualized cloud environment. Construct sound, logical business improvement opportunities consistent with corporate Information Management guiding principles, cost savings, and cloud based open system architecture objective.
Minimum Education: Bachelor's Degree