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

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

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

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

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

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

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

270net Technologies, Inc. (dba 270net Technologies)
5202 Presidents Ct Suite 320 • Frederick, MD 21703 • 301-663-6000 • 301-663-4410
www.270net.com • Point of Contact - Ken Malnar • ken.malnar@270net.com

Contract Number: GS-35S-0719R
Period Covered by Contract: July 8, 2005 through July 7, 2020
Pricelist current through Modification #PO-0016, dated May 3, 2016.

General Services Administration
Federal Acquisition Service

IT Professional Services and ordering information in this Authorized FAS Information Technology Schedule Pricelist are also available on the GSA Advantage! System. Agencies can browse GSA Advantage! by accessing the Federal Acquisition Service’s Home Page via the Internet at http://www.gsaadvantage.gov.

INFORMATION FOR ORDERING ACTIVITIES
APPLICABLE TO ALL SPECIAL ITEM NUMBERS
SPECIAL NOTICE TO AGENCIES: Small Business Participation

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

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

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

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

1. GEOGRAPHIC SCOPE OF CONTRACT:

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

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

Offerors are requested to check one of the following boxes:

[ ] The Geographic Scope of Contract will be domestic and overseas delivery.

[ ] The Geographic Scope of Contract will be overseas delivery only.

[X] The Geographic Scope of Contract will be domestic delivery only.

2. CONTRACTOR’S ORDERING ADDRESS AND PAYMENT INFORMATION:

   270net Technologies, Inc. (dba 270net Technologies)
   5202 Presidents Ct. Suite 320
   Frederick, MD 21703
   Phone: 301-663-6000
   Fax: 301-663-4410

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

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

   Phone: 301-663-6000

3. LIABILITY FOR INJURY OR DAMAGE

   The Contractor shall not be liable for any injury to ordering activity personnel or damage to ordering activity property arising from the use of equipment maintained by the Contractor, unless such injury or damage is due to the fault or negligence of the Contractor.

4. STATICAL DATA FOR GOVERNMENT ORDERING OFFICE COMPLETION OF STANDARD FORM 279:
Block 9: G. Order/Modification Under Federal Schedule
Block 16: Data Universal Numbering System (DUNS) Number: 040460086
Block 30: Type of Contractor – B. Other Small Business
Block 31: Woman-Owned Small Business - No
Block 36: Contractor’s Taxpayer Identification Number (TIN): 52-2284566

4a. CAGE Code: 3THU9
4b. Contractor has registered with the Central Contractor Registration Database.

5. FOB Destination

6. DELIVERY SCHEDULE
   a. TIME OF DELIVERY: The Contractor shall deliver to destination within the number of calendar days after receipt of order (ARO), as set forth below:
      SPECIAL ITEM NUMBER  DELIVERY TIME (Days ARO) (Normal and Expedited) 132-51, 132-51 (RC)  
      132-51, 132-51 (RC)  As agreed upon by 270net Technologies, Inc. (dba 270net Technologies) and the 
      contracting agency.
   b. URGENT REQUIREMENTS: When the Federal Supply Schedule contract delivery period does 
      not meet the bona fide urgent delivery requirements of an ordering activity, ordering activities are 
      encouraged, if time permits, to contact the Contractor for the purpose of obtaining accelerated 
      delivery. The Contractor shall reply to the inquiry within 3 workdays after receipt. (Telephonic replies 
      shall be confirmed by the Contractor in writing.) If the Contractor offers an accelerated delivery time 
      acceptable to the ordering activity, any order(s) placed pursuant to the agreed upon accelerated delivery 
      time frame shall be delivered within this shorter delivery time and in accordance with all other terms and 
      conditions of the contract.

7. DISCOUNTS: Prices shown are NET Prices; Basic Discounts have been deducted.
   a. Prompt Payment: 1% - 10 days from receipt of invoice or date of acceptance, whichever is later.
   b. Quantity: None
   c. Dollar Volume: None
   d. Government Educational Institutions
   Government Educational Institutions are offered the same discounts as all other Government customers.
   e. Other

8. TRADE AGREEMENTS ACT OF 1979, as amended:
   All items are U.S. made end products, designated country end products, Caribbean Basin country end 
   products, Canadian end products, or Mexican end products as defined in the Trade Agreements Act of 
   1979, as amended.

9. STATEMENT CONCERNING AVAILABILITY OF EXPORT PACKING:

10. Small Requirements: The minimum dollar value of orders to be issued is $300.

11. MAXIMUM ORDER (All dollar amounts are exclusive of any discount for prompt payment.)
   a. The Maximum Order value for the following Special Item Numbers (SINs) is $500,000:

      Special Item Number 132-51 - Information Technology (IT) Professional Services
      Special Item Number 132-51 (RC) - Information Technology (IT) Professional Services

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

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

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

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

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

14. CONTRACTOR TASKS / SPECIAL REQUIREMENTS (C-FSS-370) (NOV 2001)

(a) Security Clearances: The Contractor may be required to obtain/possess varying levels of security clearances in the performance of orders issued under this contract. All costs associated with obtaining/possessing such security clearances should be factored into the price offered under the Multiple Award Schedule.

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

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

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

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

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

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

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

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

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

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

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

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

1. Manufacturer;
2. Manufacturer’s Part Number; and
3. Product categories.

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

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

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

1. All applicable acquisition regulations pertaining to the purchase of the items not on the Federal Supply Schedule have been followed (e.g., publicizing (Part 5), competition requirements (Part 6), acquisition of commercial items (Part 12), contracting methods (Parts 13, 14, and 15), and small business programs (Part 19));
2. The ordering activity contracting officer has determined the price for the items not on the Federal Supply Schedule is fair and reasonable;
3. The items are clearly labeled on the order as items not on the Federal Supply Schedule; and
4. All clauses applicable to items not on the Federal Supply Schedule are included in the order.
18. CONTRACTOR COMMITMENTS, WARRANTIES AND REPRESENTATIONS
   a. For the purpose of this contract, commitments, warranties and representations include, in addition
      to those agreed to for the entire schedule contract:
      (1) Time of delivery/installation quotations for individual orders;
      (2) Technical representations and/or warranties of products concerning performance, total system
          performance and/or configuration, physical, design and/or functional characteristics and capabilities of a
          product/equipment/service/software package submitted in response to requirements which result in orders
          under this schedule contract.
      (3) Any representations and/or warranties concerning the products made in any literature,
          description, drawings and/or specifications furnished by the Contractor.
   b. The above is not intended to encompass items not currently covered by the GSA Schedule
      contract.

19. OVERSEAS ACTIVITIES
   The terms and conditions of this contract shall apply to all orders for installation, maintenance and repair of
   equipment in areas listed in the pricelist outside the 48 contiguous states and the District of Columbia,
   except as indicated below:
   Not Applicable

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

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

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

22. INSTALLATION, DEINSTALLATION, REINSTALLATION
   The Davis-Bacon Act (40 U.S.C. 276a-276a-7) provides that contracts in excess of $2,000 to which the
   United States or the District of Columbia is a party for construction, alteration, or repair (including painting
   and decorating) of public buildings or public works with the United States, shall contain a clause that no
   laborer or mechanic employed directly upon the site of the work shall receive less than the prevailing
   wage rates as determined by the Secretary of Labor. The requirements of the Davis-Bacon Act do not
   apply if the construction work is incidental to the furnishing of supplies, equipment, or services. For
   example, the requirements do not apply to simple installation or alteration of a public building or public
   work that is incidental to furnishing supplies or equipment under a supply contract. However, if the
   construction, alteration or repair is segregable and exceeds $2,000, then the requirements of the Davis-
   Bacon Act applies.
   The ordering activity issuing the task order against this contract will be responsible for proper
   administration and enforcement of the Federal labor standards covered by the Davis-Bacon Act. The
   proper Davis-Bacon wage determination will be issued by the ordering activity at the time a request for
   quotations is made for applicable construction classified installation, deinstallation, and reinstallation
   services.
23. **SECTION 508 COMPLIANCE.**
If applicable, Section 508 compliance information on the supplies and services in this contract are available in Electronic and Information Technology (EIT) at the following:

The EIT standard can be found at: [www.Section508.gov/](http://www.Section508.gov/).

24. **PRIME CONTRACTOR ORDERING FROM FEDERAL SUPPLY SCHEDULES.**
Prime Contractors (on cost reimbursement contracts) placing orders under Federal Supply Schedules, on behalf of an ordering activity, shall follow the terms of the applicable schedule and authorization and include with each order:
(a) A copy of the authorization from the ordering activity with whom the contractor has the prime contract (unless a copy was previously furnished to the Federal Supply Schedule contractor); and
(b) The following statement:
This order is placed under written authorization from _______ dated _______. In the event of any inconsistency between the terms and conditions of this order and those of your Federal Supply Schedule contract, the latter will govern.

25. **INSURANCE—WORK ON A GOVERNMENT INSTALLATION (JAN 1997)(FAR 52.228-5)**
(a) The Contractor shall, at its own expense, provide and maintain during the entire performance of this contract, at least the kinds and minimum amounts of insurance required in the Schedule or elsewhere in the contract.
(b) Before commencing work under this contract, the Contractor shall notify the Contracting Officer in writing that the required insurance has been obtained. The policies evidencing required insurance shall contain an endorsement to the effect that any cancellation or any material change adversely affecting the Government's interest shall not be effective—
(1) For such period as the laws of the State in which this contract is to be performed prescribe; or
(2) Until 30 days after the insurer or the Contractor gives written notice to the Contracting Officer, whichever period is longer.
(c) The Contractor shall insert the substance of this clause, including this paragraph (c), in subcontracts under this contract that require work on a Government installation and shall require subcontractors to provide and maintain the insurance required in the Schedule or elsewhere in the contract. The Contractor shall maintain a copy of all subcontractors' proofs of required insurance, and shall make copies available to the Contracting Officer upon request.

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

27. **ADVANCE PAYMENTS**
A payment under this contract to provide a service or deliver an article for the United States Government may not be more than the value of the service already provided or the article already delivered. Advance or pre-payment is not authorized or allowed under this contract. (31 U.S.C. 3324)
1. SCOPE
   a. The prices, terms and conditions stated under Special Item Number 132-51 Information Technology Professional Services apply exclusively to IT Services within the scope of this Information Technology Schedule.
   b. The Contractor shall provide services at the Contractor’s facility and/or at the ordering activity location, as agreed to by the Contractor and the ordering activity.

2. PERFORMANCE INCENTIVES
   a. Performance incentives may be agreed upon between the Contractor and the ordering activity on individual fixed price orders or Blanket Purchase Agreements under this contract in accordance with this clause.
   b. The ordering activity must establish a maximum performance incentive price for these services and/or total solutions on individual orders or Blanket Purchase Agreements.
   c. Incentives should be designed to relate results achieved by the contractor to specified targets. To the maximum extent practicable, ordering activities shall consider establishing incentives where performance is critical to the ordering activity’s mission and incentives are likely to motivate the contractor. Incentives shall be based on objectively measurable tasks.

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

4. PERFORMANCE OF SERVICES
   a. The Contractor shall commence performance of services on the date agreed to by the Contractor and the ordering activity.
   b. The Contractor agrees to render services only during normal working hours, unless otherwise agreed to by the Contractor and the ordering activity.
   c. The ordering activity should include the criteria for satisfactory completion for each task in the Statement of Work or Delivery Order. Services shall be completed in a good and workmanlike manner.
   d. Any Contractor travel required in the performance of IT Services must comply with the Federal Travel Regulation or Joint Travel Regulations, as applicable, in effect on the date(s) the travel is performed. Established Federal Government per diem rates will apply to all Contractor travel. Contractors cannot use GSA city pair contracts.

5. STOP-WORK ORDER (FAR 52.242-15) (AUG 1989)
   a. The Contracting Officer may, at any time, by written order to the Contractor, require the Contractor to stop all, or any part, of the work called for by this contract for a period of 90 days after the order is delivered to the Contractor, and for any further period to which the parties may agree. The order shall be specifically identified as a stop-work order issued under this clause. Upon receipt of the order, the Contractor shall immediately comply with its terms and take all reasonable steps to minimize the incurrence of costs allocable to the work covered by the order during the period of work stoppage. Within a period of 90 days after a stop-work is delivered to the Contractor, or within any extension of that period to which the parties shall have agreed, the Contracting Officer shall either-
(1) Cancel the stop-work order; or
(2) Terminate the work covered by the order as provided in the Default, or the Termination for Convenience of the Government, clause of this contract.
(b) If a stop-work order issued under this clause is canceled or the period of the order or any extension thereof expires, the Contractor shall resume work. The Contracting Officer shall make an equitable adjustment in the delivery schedule or contract price, or both, and the contract shall be modified, in writing, accordingly, if-
(1) The stop-work order results in an increase in the time required for, or in the Contractor's cost properly allocable to, the performance of any part of this contract; and
(2) The Contractor asserts its right to the adjustment within 30 days after the end of the period of work stoppage; provided, that, if the Contracting Officer decides the facts justify the action, the Contracting Officer may receive and act upon the claim submitted at any time before final payment under this contract.
(c) If a stop-work order is not canceled and the work covered by the order is terminated for the convenience of the Government, the Contracting Officer shall allow reasonable costs resulting from the stop-work order in arriving at the termination settlement.
(d) If a stop-work order is not canceled and the work covered by the order is terminated for default, the Contracting Officer shall allow, by equitable adjustment or otherwise, reasonable costs resulting from the stop-work order.

6. INSPECTION OF SERVICES
The Inspection of Services–Fixed Price (AUG 1996) (Deviation – May 2003) clause at FAR 52.246-1 applies to firm-fixed price orders placed under this contract. The Inspection–Time-and-Materials and Labor-Hour (JAN 1986) (Deviation – May 2003) clause at FAR 52.246-6 applies to time-and-materials and labor-hour orders placed under this contract.

7. RESPONSIBILITIES OF THE CONTRACTOR
The Contractor shall comply with all laws, ordinances, and regulations (Federal, State, City, or otherwise) covering work of this character. If the end product of a task order is software, then FAR 52.227-14 (Deviation – May 2003) Rights in Data – General, may apply.

8. RESPONSIBILITIES OF THE ORDERING ACTIVITY
Subject to security regulations, the ordering activity shall permit Contractor access to all facilities necessary to perform the requisite IT Services.

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

10. ORGANIZATIONAL CONFLICTS OF INTEREST
a. Definitions.
   “Contractor” means the person, firm, unincorporated association, joint venture, partnership, or corporation that is a party to this contract.
   “Contractor and its affiliates” and “Contractor or its affiliates” refers to the Contractor, its chief executives, directors, officers, subsidiaries, affiliates, subcontractors at any tier, and consultants and any joint venture involving the Contractor, any entity into or with which the Contractor subsequently merges or affiliates, or any other successor or assignee of the Contractor.
   An “Organizational conflict of interest” exists when the nature of the work to be performed under a proposed ordering activity contract, without some restriction on ordering activities by the Contractor and its affiliates, may either (i) result in an unfair competitive advantage to the Contractor or its affiliates or (ii) impair the Contractor’s or its affiliates’ objectivity in performing contract work.
b. To avoid an organizational or financial conflict of interest and to avoid prejudicing the best interests of the ordering activity, ordering activities may place restrictions on the Contractors, its affiliates, chief executives, directors, subsidiaries and subcontractors at any tier when placing orders against schedule contracts. Such restrictions shall be consistent with FAR 9.505 and shall be designed to avoid, neutralize,
or mitigate organizational conflicts of interest that might otherwise exist in situations related to individual orders placed against the schedule contract. Examples of situations, which may require restrictions, are provided at FAR 9.508.

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

12. PAYMENTS
For firm-fixed price orders the ordering activity shall pay the Contractor, upon submission of proper invoices or vouchers, the prices stipulated in this contract for service rendered and accepted. Progress payments shall be made only when authorized by the order. For time-and-materials orders, the Payments under Time-and-materials and Labor-Hour Contracts at FAR 52.232-7 (DEC 2002), (Alternate II – Feb 2002) (Deviation – May 2003) applies to time-and-materials orders placed under this contract. For labor hour orders, the Payment under Time-and-materials and Labor-Hour Contracts at FAR 52.232-7 (DEC 2002), (Alternate II – Feb 2002) (Deviation – May 2003)) applies to labor hour orders placed under this contract. 52.216-31(Feb 2007) Time-and-Materials/Labor-Hour Proposal Requirements—Commercial Item Acquisition. As prescribed in 16.601(e)(3), insert the following provision:
(a) The Government contemplates award of a Time-and-Materials or Labor-Hour type of contract resulting from this solicitation.
(b) The offeror must specify fixed hourly rates in its offer that include wages, overhead, general and administrative expenses, and profit. The offeror must specify whether the fixed hourly rate for each labor category applies to labor performed by—
(1) The offeror;
(2) Subcontractors; and/or
(3) Divisions, subsidiaries, or affiliates of the offeror under a common control.

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

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

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

16. DESCRIPTION OF IT SERVICES AND PRICING
FPDS Code D302 - IT Systems Development Services: Furnish personnel, equipment, and facilities to accomplish database and software planning and design. Include requirement analysis, comparative study and evaluation of available database and software engineers, concept development, hardware specifications, database specifications, software specifications, programming, internet and intranet design, data warehousing application, database compatibility assessments, recommendations, acquisition support and documentation.

FPDS Code D306 - IT Systems Analysis Services: Furnish personnel, equipment and facilities to accomplish systems analysis and design. Include mission requirements analysis, concept development, systems requirements analyses and information engineering, systems specifications, database...
specifications, business process re-engineering, requirements modeling and prototyping, user-oriented design, programming, unit testing and integration testing, test plans and test analysis reports, hardware specifications, acquisition support and documentation.

FPDS Code D307 - Automated Information System Design Integration Services: Furnish technical support required from delivery of product through installation and integration to a fully functioning system. Includes site preparation, network analysis and design, COTS product evaluation and selection, migration plan, network configuration management plans, communication interface analyses, LAN/WAN installation and integration, equipment acquisition, receipt, unpacking, relocation and inventory, assembly of system components, loading of software, testing and evaluation, customer training, acquisition support and documentation.

FPDS Code D308 - Programming Services: Furnish software development of tailored programs and modification and enhancement of existing and, or COTS programs. Includes design specifications, code generation, interoperability studies, prototype development, migration to match platform requirements, testing, debugging, verification and validation, source code management, user interface design, Internet and multimedia development, firewalls/security, and acquisition support.

FPDS Code D316 - IT Network Management Services: Furnish project management personnel and services, including,

- Project Management,
- Personnel Support Services,
- Personnel Management,
- Integrated Logistics Support,
- Total Cost of Ownership Analysis and Modeling,
- Program Control,
- Monitoring,
- Scheduling,
- Cost Oversight,
- Acquisition Planning,
- Financial Management/Budgeting Services,
- Status Reviews,
- Customer Interface,
- Quality Assurance/Independent Verification and Validation Support,
- Administrative Assistance,
- Acquisition Support and Documentation.

FPDS Code D399 - Other Information Technology Services, not elsewhere classified Provide the following services for integration of all current and future hardware and software products:

- Organization development,
- IT management,
- Performance measurements,
- Engineering assessment of new technologies,
- Analyses of hardware and software requirements to implement requirements,
- Migration planning, Development of architectures,
- Software design evaluations,
- Interface requirements definition,
- Design support,
- Facilities management and upgrade analysis,
• Asset management,
• Network management,
• Help Desk operations,
• Testing support,
• Acquisition support,
• Documentation and Financial management/budgeting services,
• Technology Consulting
LABOR CATEGORY DESCRIPTIONS

Data Entry Specialist
Minimum/General Experience: Minimum of one (1) year of general experience.
Functional Responsibility: Responsibilities include providing general office support, entering data into database management computer systems, spreadsheets and other documents. Works under general supervision.
Minimum Education: High School Diploma or equivalent.

Database Administrator
Minimum/General Experience: Minimum of four (4) years experience, of which at least two (2) years must be specialized. Specialized experience includes: demonstrated experience using current DBMS technologies, application design utilizing various DBMS and experience with DBMS internals. General experience includes increasing responsibilities in DBMS systems analysis and programming.
Functional Responsibility: Provides DBA and Logical Database Design for one of the following Oracle/DB2/MS SQL or other commercially available DBMS. Perform regular administrative tasks such as database backup and restore, database analysis and tuning in development and test environments. Management of database security, auditing and review. Participate in the planning and implementation of changes and upgrades. Support for development and test database applications and services. Actively review and recommend changes to enhance the stability and reliability of production systems. Develop, document and maintain database scripts. Responsible for ongoing analysis and tuning of databases. Work with developers to ensure compliance with established standards for creation and maintenance of database objects.
Minimum Education: Bachelors degree related to Computer Science, Information Systems, or accredited Database Administrator Certification.

Database Administrator - Sr.
Minimum/General Experience: Minimum of seven (7) years experience, of which at least four (4) years must be specialized. Specialized experience includes: demonstrated experience using current DBMS technologies, application design utilizing various DBMS and experience with DBMS internals. General experience includes increasing responsibilities in DBMS systems analysis and programming.
Functional Responsibility: Provides DBA and Logical Database Design for one of the following Oracle/DB2/MS SQL or other commercially available DBMS. Perform regular administrative tasks such as database backup and restore, database analysis and tuning in development and test environments. Management of database security, auditing and review. Participate in the planning and implementation of changes and upgrades. Support for development and test database applications and services. Actively review and recommend changes to enhance the stability and reliability of production systems. Develop, document and maintain database scripts. Responsible for ongoing analysis and tuning of databases. Work with developers to ensure compliance with established standards for creation and maintenance of database objects.
Minimum Education: Bachelors degree related to Computer Science, Information Systems, or accredited Database Administrator Certification.

Document Specialist
Minimum/General Experience: Minimum of one (1) year of specific experience working with office productivity software, such as Word, Excel, and PowerPoint.
Functional Responsibility: Responsibilities include providing document creation and modification support, including creating Microsoft Office documents to client specifications, scanning, filing and overall document management. Also includes researching and organizing data for Data Management Systems and Internet Applications. Works under general supervision.
Minimum Education: High School Diploma or Equivalent.
Graphics Designer
Minimum/General Experience: Minimum of two (2) years general experience, including one (1) year of specialized experience using commercial graphics software, such as Photoshop and Image Ready.
Functional Responsibility: Creates and edits graphics for marketing materials, presentations and websites.
Minimum Education: Bachelors Degree related to graphic arts or equivalent combination of experience and training (e.g., High School Diploma with formal training in the use of commercial graphics software).

IT Consultant
Minimum/General Experience: Five (5) years experience working directly with clients to provide advice and recommend solutions to large or complex problems related to information technology and information management.
Functional Responsibility: Provides technical, managerial, or operational expertise in a specialized area of practice such as Computer Science, Information Technology, Information Management, or Project Management.
Minimum Education: Bachelors Degree related to Business Management, Information Management, Project Management, or Computer Science.

IT Consultant - Sr.
Minimum/General Experience: Seven (7) years experience working directly with clients to provide advice and recommend solutions to large or complex problems related to information technology and information management.
Functional Responsibility: Provides technical, managerial, or operational expertise in a specialized area of practice such as Computer Science, Information Technology, Information Management, or Project Management.
Minimum Education: Bachelors Degree related to Business Management, Information Management, Project Management, or Computer Science.

IT Consultant – Principal
Minimum/General Experience: Ten (10) years experience working directly with clients to provide advice and recommend solutions to large or complex problems related to information technology and information management.
Functional Responsibility: Provides technical, managerial, or operational expertise in a specialized area of practice such as Computer Science, Information Technology, Information Management, or Project Management.
Minimum Education: Bachelors Degree related to Business Management, Information Management, Project Management, or Computer Science.

IT Helpdesk
Minimum/General Experience: Minimum of one (1) year experience in Windows NT/2000/2003 system administration or technical support. Excellent communications skills and demonstrate the ability to communicate on varying technical levels.
Functional Responsibility: Initial point-of-contact for troubleshooting hardware/software problems. Provides phone and email support to users in the areas of e-mail, and standard Windows desktop applications.
Minimum Education: High School Diploma and relevant vendor certification, such as MCSA, A+, or Network + or equivalent.

Network Engineer
Minimum/General Experience: Three years experience with at least one-year of full-time experience directly related in the implementation and maintenance of local and wide area network application systems; or completion of a certified job training program in networks or data communications. Experience with planning, designing, evaluating, and selecting operating systems and protocol suites.
Functional Responsibility: Designs, implements, maintains, troubleshoots, and supports local and wide-area network systems. Consults with clients to analyze and understand network requirements. Documents
network requirements and estimates feasibility cost and schedule. Prepares plans outlining steps and timetables for designing and implementing network solutions. Researches and evaluates network hardware and equipment, and assists in hardware/software acquisition. Troubleshoots and resolves software/hardware and hardware interoperability problems. Configures network systems to user environments. Converts designs and specifications into working, functional networks. May function as a task/team leader.

Minimum Education: Bachelor’s Degree in Computer Science or accredited network engineer certification (e.g., Microsoft, Novell).

Program Manager
Minimum/General Experience: Seven (7) years experience related to management of complex projects involving multiple tasks and personnel, with at least five years of overall management experience including project planning, budgeting, cost control, client communications and interface, and management of project personnel and resources.

Functional Responsibility: Responsible for overall program management of complex, multi-task projects. Oversees all operations, prepares financial and budget reports, and tracks financial and contractual requirements. Responsible for budgeting, cost control, resource management, and project quality control. Works with client representatives to ensure consistency of project objectives and expectations, and ensures adequate client communication and involvement in project. Manages project personnel. Works independently without supervision.

Minimum Education: Bachelors Degree in Business Management, Business Administration, or project-related field.

Program Manager - Sr.
Minimum/General Experience: Ten (10) years experience related to management of complex projects involving multiple tasks and personnel, with at least five years of overall management experience including project planning, budgeting, cost control, client communications and interface, and management of project personnel and resources.

Functional Responsibility: Responsible for overall program management of complex, multi-task projects. Oversees all operations, prepares financial and budget reports, and tracks financial and contractual requirements. Responsible for budgeting, cost control, resource management, and project quality control. Works with client representatives to ensure consistency of project objectives and expectations, and ensures adequate client communication and involvement in project. Manages project personnel. Works independently without supervision.

Minimum Education: Bachelors Degree in Business Management, Business Administration, or project-related field; MA/MS in related field or MBA preferred.

Programmer Analyst
Minimum/General Experience: Minimum of three years of technical experience in software development, one of which is in systems analysis. Knowledgeable in systems analysis techniques, concepts and methods. Experienced in the design and development of computer programs that automate and improve business processes and systems. Experience in the development of multi-user database applications, web based applications and GUI front ends. Experienced in the use of development environments such as MS Access, Visual Studio, Oracle, SQL Server, ASP, and the Microsoft .NET platform. Experienced with programming languages such as Visual Basic, VB Script, Java, Java Script, .NET languages (e.g., VB.NET, C#), and others. Able to analyze system requirements, develop integrated solutions and system functional requirements, and apply modern software development techniques and methods to develop, modify, install, and maintain software applications.

Functional Responsibility: Provides technical expertise in the design and development of computer programs. Consults with clients to analyze and understand business functions to be automated. Documents system requirements and estimates feasibility cost and schedule. Prepares plans outlining steps and timetables for developing, testing and installing applications. Researches and evaluates software and hardware to assist in programming or use as program platforms. Converts designs and specifications into functional applications. May function as a task/team leader.

Minimum Education: Bachelor’s Degree in Computer Science or equivalent.
Programmer Analyst - Sr.
**Minimum/General Experience:** Minimum of five (5) years of technical experience in software development, two of which are in systems analysis. Knowledgeable in systems analysis techniques, concepts and methods. Experienced in the design and development of computer programs that automate and improve business processes and systems. Experience in the development of multi-user database applications, web-based applications and GUI front ends. Experienced in the use of development environments such as MS Access, Visual Studio, Oracle, SQL Server, ASP, and the Microsoft .NET platform. Experienced with programming languages such as Visual Basic, VB Script, Java, Java Script, .NET languages (e.g., VB.NET, C#), and others. Able to analyze system requirements, develop integrated solutions and system functional requirements, and apply modern software development techniques and methods to develop, modify, install, and maintain software applications.

**Functional Responsibility:** Provides technical expertise in the design and development of computer programs. Consults with clients to analyze and understand business functions to be automated. Documents system requirements and estimates feasibility cost and schedule. Prepares plans outlining steps and timetables for developing, testing and installing applications. Researches and evaluates software and hardware to assist in programming or use as program platforms. Converts designs and specifications into functional applications. May function as a task/team leader.

**Minimum Education:** Bachelors Degree related to Computer Science, professional certification, or equivalent.

Project Manager
**Minimum/General Experience:** Five (5) years experience with planning and directing technical projects, including project scoping, client interface, task tracking and scheduling, resource management, cost tracking, and project reporting.

**Functional Responsibility:** Under the guidance of Program Managers or other senior management personnel, ensures that assigned projects are implemented in a timely and cost-effective manner. Develops project scoping documents, work and deliverable schedules, task plans, and budgets. Monitors project status, regularly updates project information, provides periodic reports, and initiates corrective actions as required. Provides liaison with clients, management, project personnel, government personnel, and other stakeholders to ensure that project requirements and expectations are clearly and consistently defined, and that all concerns are resolved. Supervises and participates in the selection, training, and evaluation of staff members; perform other related duties as assigned.

**Minimum Education:** Bachelors Degree related to Business Management, Information Management, Project Management, or Computer Science, plus 5 years practical experience, or equivalent.

Project Manager - Sr.
**Minimum/General Experience:** Minimum of seven (7) years experience with planning and directing technical projects, including project scoping, client interface, task tracking and scheduling, resource management, cost tracking, and project reporting.

**Functional Responsibility:** Ensures that assigned projects are implemented in a timely and cost-effective manner. Develops project scoping documents, work and deliverable schedules, task plans, and budgets. Monitors project status, regularly updates project information, provides periodic reports, and initiates corrective actions as required. Provides liaison with clients, management, project personnel, government personnel, and other stakeholders to ensure that project requirements and expectations are clearly and consistently defined, and that all concerns are resolved. Supervises and participates in the selection, training, and evaluation of staff members; perform other related duties as assigned.

**Minimum Education:** Bachelors Degree related to Business Management, Information Management, Project Management, or Computer Science, plus 7 years practical experience, or equivalent.

Social Media Consultant
**Minimum/General Experience:** Minimum of two (2) years general experience, including one (1) year of specialized experience using social media tools to promote organizational goals and objectives, including
identifying appropriate social media tools, development of plans for use, and implementation of social
media implementation plans.

**Functional Responsibility**: Maintains awareness of social media tools and their uses. Conducts research
on best use of social media tools and develop plans for utilizing social media to accomplish specific goals
and objectives. Assists with or coordinates implementation social media plans including follow up
performance measurement.

**Minimum Education**: Bachelors degree related to Business Management, Marketing, or Computer
Science with specific experience related to use of social media.

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**Systems Administrator - Jr.**

**Minimum/General Experience**: Zero (0) to three (3) years of specific experience in the administration of
Windows operating systems and troubleshooting network and computer system hardware and software.

**Functional Responsibility**: Job duties include: troubleshooting network and computer system hardware
and software failure, managing day-to-day operations of network and computer systems, monitoring
network performance, implementing security procedures to protect system against unauthorized use,
implementing system backup procedures, maintaining web servers, email servers, file servers, application
servers, and database servers, and installing new hardware and software.

**Minimum Education**: Bachelor’s degree in Computer Science or Information Systems with a focus on
systems administration, related professional certification, or equivalent.

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**Systems Administrator**

**Minimum/General Experience**: Three (3) to five (5) years of specific experience in the administration of
Windows operating systems and troubleshooting network and computer system hardware and software.

**Functional Responsibility**: Job duties include: troubleshooting network and computer system hardware
and software failure, managing day-to-day operations of network and computer systems, monitoring
network performance, implementing security procedures to protect system against unauthorized use,
implementing system backup procedures, maintaining web servers, email servers, file servers, application
servers, and database servers, and installing new hardware and software.

**Minimum Education**: Bachelor’s degree in Computer Science or Information Systems with a focus on
systems administration, related professional certification, or equivalent.

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**Systems Administrator – Sr.**

**Minimum/General Experience**: Minimum of five (5) years of specific experience in the administration of
Windows operating systems and troubleshooting network and computer system hardware and software.

**Functional Responsibility**: Job duties include: troubleshooting network and computer system hardware
and software failure, managing day-to-day operations of network and computer systems, monitoring
network performance, implementing security procedures to protect system against unauthorized use,
implementing system backup procedures, maintaining web servers, email servers, file servers, application
servers, and database servers, and installing new hardware and software.

**Minimum Education**: Bachelor’s degree in Computer Science or Information Systems with a focus on
systems administration, related professional certification, or equivalent.

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**Systems Architect**

**Minimum/General Experience**: Five (5) years of specific experience in working with the entire life cycle
of IT Systems Design and/or development of system modifications, hardware, software and firmware.
Extensive knowledge of a wide range of technologies needed, including experience in the development of
multi-user database applications, web based applications and GUI front ends. Experienced in the use of
development environments such as MS Access, Visual Studio, Oracle, SQL Server, ASP, and the Microsoft
.NET platform. Experienced with programming languages such as Visual Basic, VB Script, Java, Java
Script, .NET languages (e.g., VB.NET, C#), and others. Able to analyze system requirements, develop
integrated solutions and system functional requirements, and apply modern software development
techniques and methods to develop, modify, install, and maintain software applications.

**Functional Responsibility**: Responsibilities include working with the client to determine issues the client
is facing and determining the outcome desired by the client, creating conceptual designs and plans for IT
Systems Design and/or development of system modifications, hardware, software and firmware. Ability to research and compile recommended solutions for a range of technology projects. Determine the technical feasibility of the solution as well as the estimated cost to develop and implement solution. Ability to design, develop and document technical solutions.

**Minimum Education:** Bachelors Degree related to Computer Science or Information Systems, professional certification, or equivalent.

**Systems Architect – Sr.**

**Minimum/General Experience:** Seven (7) years of specific experience in working with the entire life cycle of IT Systems Design and/or development of system modifications, hardware, software and firmware. Extensive knowledge of a wide range of technologies needed, including experience in the development of multi-user database applications, web based applications and GUI front ends. Experienced in the use of development environments such as MS Access, Visual Studio, Oracle, SQL Server, ASP, and the Microsoft .NET platform. Experienced with programming languages such as Visual Basic, VB Script, Java, Java Script, .NET languages (e.g., VB.NET, C#), and others. Able to analyze system requirements, develop integrated solutions and system functional requirements, and apply modern software development techniques and methods to develop, modify, install, and maintain software applications.

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**Minimum Education:** Bachelors Degree related to Computer Science or Information Systems, professional certification, or equivalent.

**Systems Architect – Principal**

**Minimum/General Experience:** Ten (10) years of specific experience in working with the entire life cycle of IT Systems Design and/or development of system modifications, hardware, software and firmware. Extensive knowledge of a wide range of technologies needed, including experience in the development of multi-user database applications, web based applications and GUI front ends. Experienced in the use of development environments such as MS Access, Visual Studio, Oracle, SQL Server, ASP, and the Microsoft .NET platform. Experienced with programming languages such as Visual Basic, VB Script, Java, Java Script, .NET languages (e.g., VB.NET, C#), and others. Able to analyze system requirements, develop integrated solutions and system functional requirements, and apply modern software development techniques and methods to develop, modify, install, and maintain software applications.

**Functional Responsibility:** Responsibilities include working with the client to determine issues the client is facing and determining the outcome desired by the client, creating conceptual designs and plans for IT Systems Design and/or development of system modifications, hardware, software and firmware. Ability to research and compile recommended solutions for a range of technology projects. Determine the technical feasibility of the solution as well as the estimated cost to develop and implement solution. Ability to design, develop and document technical solutions.

**Minimum Education:** Bachelors Degree related to Computer Science or Information Systems, professional certification, or equivalent.

**System Security Analyst**

**Minimum/General Experience:** Three (3) years of technical experience related to security of computers, networks, and software applications. Requires knowledge of current technology security threats and the latest concepts, methods, techniques, and products related to detection of, and protection against, such threats.

**Functional Responsibility:** Analyzes computers, networks, and software applications for potential vulnerabilities to security threats. Makes recommendations for securing and protecting computers, networks, and software applications; particularly web application security and industry standard best
practices. Implements detection and protection security measures (e.g., encryption, anti-virus, anti-spyware, etc.) as required. Assists in the recovery from security intrusions or attacks.

**Minimum Education:** Bachelor’s Degree in Computer Science.

**Systems Security Analyst - Sr.**

**Minimum/General Experience:** Five (5) years of technical experience related to security of computers, networks, and software applications. Requires knowledge of current technology security threats and the latest concepts, methods, techniques, and products related to detection of, and protection against, such threats.

**Functional Responsibility:** Analyzes computers, networks, and software applications for potential vulnerabilities to security threats. Makes recommendations for securing and protecting computers, networks, and software applications; particularly web application security and industry standard best practices. Implements detection and protection security measures (e.g., encryption, anti-virus, anti-spyware, etc.) as required. Assists in the recovery from security intrusions or attacks. Performs certification and accreditation activities for systems and applications.

**Minimum Education:** Bachelors Degree in Computer Science with coursework and experience in systems security, related professional certification, or equivalent.

**Web Designer**

**Minimum/General Experience:** Minimum of two (2) years general experience, including one (1) year of specialized experience using commercial graphics and website editing software, such as Photoshop, Image Ready, and Microsoft Front Page/Web Expressions.

**Functional Responsibility:** Creates and edits graphics for presentations and websites. Integrates graphics into a complete website concept and makes edits based on client feedback.

**Minimum Education:** Bachelors degree related to Computer Science with coursework in web design, related professional certification, or equivalent.

**Web Developer**

**Minimum/General Experience:** Minimum of three (3) years of technical experience in web application development. Experienced in the design and development of web applications that automate and improve business processes and systems. Experience in the development of multi-user database applications, web based applications and GUI front ends. Experienced in the use of development environments such as MS Access, Visual Studio, Oracle, SQL Server, ASP, and the Microsoft .NET platform. Experienced with programming languages such as Visual Basic, VB Script, Java, Java Script, .NET languages (e.g., VB.NET, C#), and others. Able to analyze system requirements, develop integrated solutions and system functional requirements, and apply modern software development techniques and methods to develop, modify, and maintain web applications.

**Functional Responsibility:** Provides technical expertise in the design and development of internet applications. Consults with clients to analyze and understand business functions to be automated. Documents system requirements and estimates feasibility cost and schedule. Prepares plans outlining steps and timetables for developing, testing and installing applications. Researches and evaluates software and hardware to assist in programming or use as program platforms. Converts designs and specifications into functional applications. May function as a task/team leader.

**Minimum Education:** Bachelors degree related to Computer Science with coursework in web application development, related professional certification, or equivalent.

**Web Developer - Sr.**

**Minimum/General Experience:** Minimum of five (5) years of technical experience in web application development. Experienced in the design and development of web applications that automate and improve business processes and systems. Experience in the development of multi-user database applications, web based applications and GUI front ends. Experienced in the use of development environments such as MS Access, Visual Studio, Oracle, SQL Server, ASP, and the Microsoft .NET platform. Experienced with programming languages such as Visual Basic, VB Script, Java, Java Script, .NET languages (e.g., VB.NET, C#), and others. Able to analyze system requirements, develop integrated solutions and system
functional requirements, and apply modern software development techniques and methods to develop, modify, and maintain web applications.

**Functional Responsibility**: Provides technical expertise in the design and development of internet applications. Consults with clients to analyze and understand business functions to be automated. Documents system requirements and estimates feasibility cost and schedule. Prepares plans outlining steps and timetables for developing, testing and installing applications. Researches and evaluates software and hardware to assist in programming or use as program platforms. Converts designs and specifications into functional applications. May function as a task/team leader.

**Minimum Education**: Bachelors degree related to Computer Science with coursework in web application development, related professional certification, or equivalent.

**Web Technician**

**Minimum/General Experience**: Minimum of one (1) year of general experience and familiarity with website development and maintenance tools such as Dreamweaver or Microsoft FrontPage/Web Expressions

**Functional Responsibility**: Makes edits to websites, including text and link edits and basic data entry into Access databases. Works under general supervision.

**Minimum Education**: High School Diploma or equivalent.

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**GSA PRICELIST**

<table>
<thead>
<tr>
<th>Labor Category</th>
<th>GSA Price w/IFF</th>
</tr>
</thead>
<tbody>
<tr>
<td>Data Entry Specialist</td>
<td>$39.19</td>
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<tr>
<td>Database Administrator</td>
<td>$115.62</td>
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<tr>
<td>Database Administrator - Sr.</td>
<td>$137.18</td>
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<tr>
<td>Document Specialist</td>
<td>$58.79</td>
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<tr>
<td>Graphics Designer</td>
<td>$58.79</td>
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<tr>
<td>IT Consultant</td>
<td>$93.08</td>
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<tr>
<td>IT Consultant - Sr.</td>
<td>$115.62</td>
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<td>IT Consultant - Principal</td>
<td>$137.18</td>
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<tr>
<td>IT Helpdesk</td>
<td>$63.69</td>
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<tr>
<td>Network Engineer</td>
<td>$93.08</td>
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<tr>
<td>Program Manager</td>
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<td>Program Manager - Sr.</td>
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<td>Programmer Analyst</td>
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<td>Programmer Analyst - Sr.</td>
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<td>Project Manager</td>
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<td>Social Media Consultant</td>
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<td>Systems Administrator - Jr.</td>
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<td>Position</td>
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<tr>
<td>Systems Administrator</td>
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<td>System Security Analyst</td>
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<tr>
<td>Web Designer</td>
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<td>Web Technician</td>
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