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GSA IT 70 SCHEDULE

**Contract Number:
GS-35F-084AA**

**SIN 132-51
Information Technology
Professional Services**

**Period of Performance
Nov. 30, 2012 through
Nov. 29, 2017**

General Purpose Commercial Information Technology Equipment, Software and Services

Chenega Technology Innovations, LLC
10505 Furnace Road, Suite 205
Lorton, VA 22079
(703) 646-4357

CTI-GSA@chenega.com

PROPOSED AUTHORIZED INFORMATION TECHNOLOGY SCHEDULE PRICELIST GENERAL PURPOSE COMMERCIAL INFORMATION TECHNOLOGY, EQUIPMENT, SOFTWARE AND SERVICES

Chenega Technical Innovations, LLC is pleased to offer IT professionals specializing in software and application development; database development and administration; data analysis, modeling, conversion and migration; network and technical architecture support, help-desk services, and technical training and support.

Special Item No. 132-51 Information Technology Professional Services

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.

SPECIAL ITEM NUMBER 132-51 - INFORMATION TECHNOLOGY (IT) PROFESSIONAL SERVICES

FPDS Code D301	IT Facility Operation and Maintenance
FPDS Code D302	IT Systems Development Services
FPDS Code D306	IT Systems Analysis Services
FPDS Code D307	Automated Information Systems Design and Integration Services
FPDS Code D308	Programming Services
FPDS Code D310	IT Backup and Security Services
FPDS Code D311	IT Data Conversion Services
FPDS Code D313	Computer Aided Design/Computer Aided Manufacturing (CAD/CAM) Services
FPDS Code D316	IT Network Management Services
FPDS Code D317	Creation/Retrieval of IT Related Automated News Services, Data Services, or Other Information Services (All other information services belong under Schedule 76)
FPDS Code D399	Other Information Technology Services, Not Elsewhere Classified

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.

Chenega Technical Innovations, LLC
10505 Furnace Road, Suite 205
Lorton, VA 22079
Phone: (703) 646-4357 Fax: (703) 493-9881
<http://www.ChenegaTI.com>



Contract Number: GS-35F-084AA

Period Covered by Contract: November 30, 2012 through November 29, 2017

General Services Administration
Federal Acquisition Service

Pricelist current through Modification # PA - 0008, dated October 15, 2015.

Products and ordering information in this Authorized Information Technology Schedule Pricelist are also available on the GSA Advantage! System (<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.gsaadvantage.gov). The catalogs/pricelists, GSA Advantage!™ and the Federal Acquisition Service Home Page (www.gsa.gov/fas) contain information on a broad array of products and services offered by small business concerns.

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

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

1. GEOGRAPHIC SCOPE OF CONTRACT

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

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

Offerors are requested to check one of the following boxes:

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

2. CONTRACTOR'S ORDERING ADDRESS AND PAYMENT INFORMATION

Ordering Address: Chenega Technical Innovations, LLC
10505 Furnace Road, Suite 205 Lorton, VA 22079

Payment Address: Chenega Technical Innovations, LLC
3000 C Street, Suite 301, Anchorage, AK 99503

Contractor must accept the credit card for payments equal to or less than the micro-purchase for oral or written orders under this contract. The Contractor and the ordering agency may agree to use the credit card for dollar amounts over the micro-purchase threshold (See GSAR 552.232-79 Payment by Credit Card). 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: (703) 493-9880 Fax: (703) 493-9881

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. STATISTICAL DATA FOR GOVERNMENT ORDERING OFFICE COMPLETION OF STANDARD FORM 279

Block 9: G. Order/Modification Under Federal Schedule Contract

Block 16: Data Universal Numbering System (DUNS) Number: **968206123**

Block 30: Type of Contractor: **8(a) Small Disadvantaged Business**

Block 31: Woman-Owned Small Business - **NO**

Block 37: Contractor's Taxpayer Identification Number (TIN): **90-0697184**

Block 40: Veteran Owned Small Business (VOSB): **NO**

4a. CAGE Code: **6DJK8**

4b. Contractor **has** registered with the System for Award Management.

5. FOB DESTINATION

When deliveries are made to destinations outside the 48 contiguous States, i.e., Alaska, Hawaii, the Commonwealth of Puerto Rico, and such overseas locations as specified, and are not covered the following conditions will apply:

(1) Delivery will be f.o.b. inland carrier, point of exportation (FAR 52.247-38), with the transportation charges to be paid by the Government from the point of exportation to destination in Alaska, Hawaii, the Commonwealth of Puerto Rico, and such overseas locations specified, as designated by the ordering office. The Contractor shall add the actual cost of transportation to destination from the point of exportation in the 48 contiguous States nearest to the designated destination. Such costs will, in all cases, be **based upon the lowest** regularly established rates on file with the Interstate Commerce Commission, the U.S. Maritime Commission (if shipped by water), or any State regulatory body, or those published by the U.S. Postal Service; and must be supported by paid freight or express receipt or by a statement of parcel post charges including weight of shipment.

(2) The right is reserved to ordering agencies to furnish Government bills of lading.

Ordering offices will be required to pay differential between freight charges and express charges where express deliveries are desired by the Government.

6. DELIVERY SCHEDULE

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

SPECIAL ITEM NUMBER

DELIVERY TIME (Days ARO)

132-51

30 Days

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: **0%** - **Net 30** days from receipt of invoice or date of acceptance, whichever is later.
 - b. Quantity: **None**
 - c. Dollar Volume: **None**
 - d. Other Special Discounts (i.e. Government Education Discounts, etc.): **None**

8. TRADE AGREEMENTS ACT OF 1979, as amended:

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

9. STATEMENT CONCERNING AVAILABILITY OF EXPORT PACKING:

Export packing is available at extra cost outside the scope of this contract.

10. SMALL REQUIREMENTS: The minimum dollar of orders to be issued is **\$100**.

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

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

12. ORDERING PROCEDURES FOR FEDERAL SUPPLY SCHEDULE CONTRACTS

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

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

13. FEDERAL INFORMATION TECHNOLOGY/TELECOMMUNICATION STANDARDS REQUIREMENTS

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

13.1 FEDERAL INFORMATION PROCESSING STANDARDS PUBLICATIONS (FIPS PUBS): Information Technology products under this Schedule that do not conform to Federal Information Processing Standards (FIPS) should not be acquired unless a waiver has been granted in accordance with the applicable "FIPS Publication." Federal Information Processing Standards Publications (FIPS PUBS) are issued by the U.S. Department of Commerce, National Institute of Standards and Technology (NIST), pursuant to National Security Act. Information concerning their availability and applicability should be obtained from the National Technical Information Service (NTIS), 5285 Port Royal Road, Springfield,

Virginia 22161. FIPS PUBS include voluntary standards when these are adopted for Federal use. Individual orders for FIPS PUBS should be referred to the NTIS Sales Office, and orders for subscription service should be referred to the NTIS Subscription Officer, both at the above address, or telephone number (703) 487-4650.

13.2 FEDERAL TELECOMMUNICATION STANDARDS (FED-STDS): Telecommunication products under this Schedule that do not conform to Federal Telecommunication Standards (FED-STDS) should not be acquired unless a waiver has been granted in accordance with the applicable "FED-STD." Federal Telecommunication Standards are issued by the U.S. Department of Commerce, National Institute of Standards and Technology (NIST), pursuant to National Security Act. Ordering information and information concerning the availability of FED-STDS should be obtained from the GSA, Federal 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 2003)

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

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

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

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

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

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

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

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

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

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

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

15. CONTRACT ADMINISTRATION FOR ORDERING ACTIVITIES

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

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. 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.

c. The maintenance/repair service provided is the standard commercial terms and conditions for the type of products and/or services awarded.

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:

NONE

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 received less than the prevailing wage rates as determined by the Secretary of Labor. The requirements of the Davis-Bacon Act do not apply if the construction work is incidental to the furnishing of supplies, equipment, or services. For example, the requirements do not apply to simple installation or alteration of a public building or public work that is incidental to furnishing supplies or equipment under a supply contract. However, if the construction, alteration or repair is segregable and exceeds \$2,000, then the requirements of the Davis-Bacon Act applies.

The ordering activity issuing the task order against this contract will be responsible for proper administration and enforcement of the Federal labor standards covered by the Davis-Bacon Act. The proper Davis-Bacon wage determination will be issued by the ordering activity at the time a request for quotations is made for applicable construction classified installation, deinstallation, and reinstallation services under SIN 132-8 or 132-9.

23. SECTION 508 COMPLIANCE

I certify that in accordance with 508 of the Rehabilitation Act of 1973, as amended (29 U.S.C. 794d), FAR 39.2, and the Architectural and Transportation Barriers Compliance Board Electronic and Information Technology (EIT) Accessibility Standards (36 CFR 1194) General Services Administration (GSA), that all IT hardware/software/services are 508 compliant:

Yes X

No _____

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

24. PRIME CONTRACTOR ORDERING FROM FEDERAL SUPPLY SCHEDULES

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

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

(b) The following statement:

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

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

(a) The Contractor shall, at its own expense, provide and maintain during the entire performance of this contract, at least the kinds and minimum amounts of insurance required in the Schedule or elsewhere in the contract.

(b) Before commencing work under this contract, the Contractor shall notify the Contracting Officer in writing that the required insurance has been obtained. The policies evidencing required insurance shall contain an endorsement to the effect that any cancellation or any material change adversely affecting the Government's interest shall not be effective—

(1) For such period as the laws of the State in which this contract is to be performed prescribe; or

(2) Until 30 days after the insurer or the Contractor gives written notice to the Contracting Officer, whichever period is longer.

(c) The Contractor shall insert the substance of this clause, including this paragraph (c), in subcontracts under this contract that require work on a Government installation and shall require subcontractors to provide and maintain the insurance required in the Schedule or elsewhere in the contract. The Contractor shall maintain a copy of all subcontractors' proofs of required insurance, and shall make copies available to the Contracting Officer upon request.

26. SOFTWARE INTEROPERABILITY

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

27. ADVANCE PAYMENTS

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

**TERMS AND CONDITIONS APPLICABLE TO INFORMATION TECHNOLOGY (IT)
PROFESSIONAL SERVICES (SPECIAL ITEM NUMBER 132-51)**

1. SCOPE

a. The prices, terms and conditions stated under Special Item Number 132-51 Information Technology Professional Services apply exclusively to IT/IAM Professional Services within the scope of this Information Technology Schedule.

b. The Contractor shall provide services at the Contractor's facility and/or at the ordering activity location, as agreed to by the Contractor and the ordering activity.

2. PERFORMANCE INCENTIVES I-FSS-60 Performance Incentives (April 2000)

a. Performance incentives may be agreed upon between the Contractor and the ordering activity on individual fixed price orders or Blanket Purchase Agreements under this contract.

b. The ordering activity must establish a maximum performance incentive price for these services and/or total solutions on individual orders or Blanket Purchase Agreements.

c. Incentives should be designed to relate results achieved by the contractor to specified targets. To the maximum extent practicable, ordering activities shall consider establishing incentives where performance is critical to the ordering activity's mission and incentives are likely to motivate the contractor. Incentives shall be based on objectively measurable tasks.

3. ORDER

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

b. All task orders are subject to the terms and conditions of the contract. In the event of conflict between a task order and the contract, the contract will take precedence.

4. PERFORMANCE OF SERVICES

a. The Contractor shall commence performance of services on the date agreed to by the Contractor and the ordering activity.

b. The Contractor agrees to render services only during normal working hours, unless otherwise agreed to by the Contractor and the ordering activity.

c. The ordering activity should include the criteria for satisfactory completion for each task in the Statement of Work or Delivery Order. Services shall be completed in a good and workmanlike manner.

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

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

(a) The Contracting Officer may, at any time, by written order to the Contractor, require the Contractor to stop all, or any part, of the work called for by this contract for a period of 90 days after the order is delivered to the Contractor, and for any further period to which the parties may agree. The order shall be specifically identified as a stop-work order issued under this clause. Upon receipt of the order, the Contractor shall immediately comply with its terms and take all reasonable steps to minimize the incurrence of costs allocable to the work covered by the order during the period of work stoppage. Within a period of 90 days after a stop-work is delivered to the Contractor, or within any extension of that period to which the parties shall have agreed, the Contracting Officer shall either-

(1) Cancel the stop-work order; or

(2) Terminate the work covered by the order as provided in the Default, or the Termination for Convenience of the Government, clause of this contract.

(b) If a stop-work order issued under this clause is canceled or the period of the order or any extension thereof expires, the Contractor shall resume work. The Contracting Officer shall make an equitable adjustment in the delivery schedule or contract price, or both, and the contract shall be modified, in writing, accordingly, if-

(1) The stop-work order results in an increase in the time required for, or in the Contractor's cost properly allocable to, the performance of any part of this contract; and

(2) The Contractor asserts its right to the adjustment within 30 days after the end of the period of work stoppage; provided, that, if the Contracting Officer decides the facts justify the action, the Contracting Officer may receive and act upon the claim submitted at any time before final payment under this contract.

(c) If a stop-work order is not canceled and the work covered by the order is terminated for the convenience of the Government, the Contracting Officer shall allow reasonable costs resulting from the stop-work order in arriving at the termination settlement.

(d) If a stop-work order is not canceled and the work covered by the order is terminated for default, the Contracting Officer shall allow, by equitable adjustment or otherwise, reasonable costs resulting from the stop-work order.

6. INSPECTION OF SERVICES

In accordance with FAR 52.212-4 CONTRACT TERMS AND CONDITIONS--COMMERCIAL ITEMS (MAR 2009) (DEVIATION I - FEB 2007) for Firm-Fixed Price orders and FAR 52.212-4 CONTRACT TERMS AND CONDITIONS □COMMERCIAL ITEMS (MAR 2009) (ALTERNATE I □□OCT 2008) (DEVIATION I – FEB 2007) applies to Time-and-Materials and Labor-Hour Contracts orders placed under this contract.

7. RESPONSIBILITIES OF THE CONTRACTOR

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

8. RESPONSIBILITIES OF THE ORDERING ACTIVITY

Subject to security regulations, the ordering activity shall permit Contractor access to all facilities necessary to perform the requisite IT/IAM Professional Services.

9. INDEPENDENT CONTRACTOR

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

10. ORGANIZATIONAL CONFLICTS OF INTEREST

a. Definitions.

“Contractor” means the person, firm, unincorporated association, joint venture, partnership, or corporation that is a party to this contract.

“Contractor and its affiliates” and “Contractor or its affiliates” refers to the Contractor, its chief executives, directors, officers, subsidiaries, affiliates, subcontractors at any tier, and consultants and any joint venture involving the Contractor, any entity into or with which the Contractor subsequently merges or affiliates, or any other successor or assignee of the Contractor.

An “Organizational conflict of interest” exists when the nature of the work to be performed under a proposed ordering activity contract, without some restriction on ordering activities by the Contractor and its affiliates, may either (i) result in an unfair competitive advantage to the Contractor or its affiliates or (ii) impair the Contractor’s or its affiliates’ objectivity in performing contract work.

b. To avoid an organizational or financial conflict of interest and to avoid prejudicing the best interests of the ordering activity, ordering activities may place restrictions on the Contractors, its affiliates, chief executives, directors, subsidiaries and subcontractors at any tier when placing orders against schedule contracts. Such restrictions shall be consistent with FAR 9.505 and shall be designed to avoid, neutralize, or mitigate organizational conflicts of interest that might

otherwise exist in situations related to individual orders placed against the schedule contract. Examples of situations, which may require restrictions, are provided at FAR 9.508.

11. INVOICES

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

12. PAYMENTS

For firm-fixed price orders the ordering activity shall pay the Contractor, upon submission of proper invoices or vouchers, the prices stipulated in this contract for service rendered and accepted. Progress payments shall be made only when authorized by the order. For time and materials orders, the Payments under Time and Materials and Labor Hour Contracts at FAR 52.212-4 (MAR 2009) (ALTERNATE I – OCT 2008) (DEVIATION I – FEB 2007) applies to time and materials orders placed under this contract. For labor hour orders, the Payment under Time and Materials and Labor Hour Contracts at FAR 52.212-4 (MAR 2009) (ALTERNATE I – OCT 2008) (DEVIATION I – FEB 2007) applies to labor hour orders placed under this contract. 52.216-31(Feb 2007) Time-and-Materials/Labor-Hour Proposal Requirements—Commercial Item Acquisition. As prescribed in 16.601(e)(3), insert the following provision:

(a) The Government contemplates award of a Time-and-Materials or Labor-Hour type of contract resulting from this solicitation.

(b) The offeror must specify fixed hourly rates in its offer that include wages, overhead, general and administrative expenses, and profit. The offeror must specify whether the fixed hourly rate for each labor category applies to labor performed by—

- (1) The offeror;
- (2) Subcontractors; and/or
- (3) Divisions, subsidiaries, or affiliates of the offeror under a common control.

13. RESUMES

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

14. INCIDENTAL SUPPORT COSTS

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

15. APPROVAL OF SUBCONTRACTS

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

16. DESCRIPTION OF IT/IAM PROFESSIONAL SERVICES AND PRICING

Please see the following pages.

LABOR CATEGORY DESCRIPTIONS

POSITION: Program Manager III

Job Description: Provides planning, coordinating, and directing to activities of administrative, program, and technical personnel. Must have a thorough understanding and experience in the complete life-cycle management of military systems. Must be capable of managing and controlling schedules and cost to provide on time, within budget, performance of all aspects of the contractual effort. Must be capable of providing direction for operations and ensuring compliance with all management policies, plans, and procedures. Must be capable of providing recommendations for resolution of technical problems.

Education and Experience Requirements: Bachelor in Engineering, Computer Science, Systems, Business or related scientific /technical discipline, 10 years of direct relevant experience may be substituted for a Bachelors. For a combined total of 20 years for education & experience. Must have 10 years minimum experience with a Bachelor in related field.

POSITION: Program Manager II

Job Description: Must be capable of planning, coordinating, and directing the activities of administrative, program, and technical personnel. Must have a thorough understanding and experience in the complete life-cycle management of military systems. Must have knowledge and experience with Department of Defense (DOD)/Army plans, policies, standards, and methods aimed at the acquisition and support of military systems. Must be capable of managing and controlling schedules and cost to provide on time, within budget, performance of all aspects of the contractual effort. Must be capable of providing direction for operations and ensuring compliance with all management policies, plans, and procedures. Must be capable of providing recommendations for resolution of technical problems.

Education and Experience Requirements: Bachelor's Degree or equivalent and 6 years in a related field with supervisory or managerial experience.

POSITION: Project Manager III

Job Description: Creates and maintains project plans that communicate tasks, milestone dates, risks, finance status and resource allocation; coordinates delivery of deliverables that meet quality assurance standards; assist program team in management of ongoing support activities. Lead and mentor team members as well as demonstrate professional maturity and emotional intelligence, evidenced by the ability to effectively interact with executives. Program managers must also have demonstrated ability to help influence decision making and sell ideas; have well-developed written and verbal communication skills; proven ability to see, understand and explain the big picture; ability to operate autonomously with minimal direction. Responsible for hiring recommendations as well as providing evaluation, award and disciplinary activity support to program members.

Education and Experience Requirements: BA/BS or equivalent and 6 years in a related field with supervisory or managerial experience.

POSITION: Project Manager III

Job Description: Creates and maintains project plans that communicate tasks, milestone dates, risks, finance status and resource allocation; coordinates delivery of deliverables that meet quality assurance standards; assist program team in management of ongoing support activities. Lead and mentor team members as well as demonstrate professional maturity and emotional intelligence, evidenced by the ability to effectively interact with executives. Program managers must also have

demonstrated ability to help influence decision making and sell ideas; have well-developed written and verbal communication skills; proven ability to see, understand and explain the big picture; ability to operate autonomously with minimal direction. Responsible for hiring recommendations as well as providing evaluation, award and disciplinary activity support to program members.

Education and Experience Requirements: BA/BS or equivalent and 6 years in a related field with supervisory or managerial experience.

POSITION: Project Manager II

Job Description: Creates and maintains project plans that communicate tasks, milestone dates, risks, finance status and resource allocation; coordinates delivery of deliverables that meet quality assurance standards; assist program team in management of ongoing support activities. Lead and mentor team members as well as demonstrate professional maturity and emotional intelligence, evidenced by the ability to effectively interact with executives. Program managers must also have demonstrated ability to help influence decision making and sell ideas; have well-developed written and verbal communication skills; proven ability to see, understand and explain the big picture; ability to operate autonomously with minimal direction. Responsible for hiring recommendations as well as providing evaluation, award and disciplinary activity support to program members.

Education and Experience Requirements: BA/BS or equivalent and 2 years in a related field with supervisory or managerial experience.

POSITION: Cyber IT Specialist I

Job Description: Participates in a knowledge engineering team at the enterprise level, providing troubleshooting and strategic enterprise planning and implementation. Implements new technical solutions, industry best practices and organizational specific needs. Gathers requirements and priorities to assist in development and implementation of rapid solutions. Provides support per service level agreements and deliverables. Operates and maintains user support under SharePoint and any future enterprise content management packages. Conducts technical analysis to enable data driven decision regarding identifying options or to validate courses of action in development and execution of enterprise level services. Provides data supported recommendations for policies, procedures, methodologies, and tools to be used for Knowledge Management objectives. Provides data supported recommendations on proposed IT requirements, to include utility, integration, and supportability of applications within the enterprise.

Education and Experience Requirements: Bachelor's Degree in related discipline and 8 years of intensive and progressive experience in broad-based IT settings. (Education may be substituted for general experience and relevant experience may be substituted for education.)

POSITION: Cyber IT Specialist II

Job Description: Participates in a knowledge engineering team at the enterprise level, providing troubleshooting and strategic enterprise planning and implementation. Implements new technical solutions, industry best practices and organizational specific needs. Gathers requirements and priorities to assist in development and implementation of rapid solutions. Provides support per service level agreements and deliverables. Operates and maintains user support under SharePoint and any future enterprise content management packages. Conducts technical analysis to enable data driven decision regarding identifying options or to validate courses of action in development and execution of enterprise level services. Provides data supported recommendations for policies, procedures, methodologies, and tools to be used for Knowledge Management objectives. Provides data supported recommendations on proposed IT requirements, to include utility, integration, and supportability of applications within the enterprise.

Education and Experience Requirements: Bachelor's Degree in related discipline and 10 years of intensive and progressive experience in broad-based IT settings. (Education may be substituted for general experience and relevant experience may be substituted for education.)

POSITION: *Advanced Technologies Expert*

Job Description: As an expert in the subject matter field, Technical Experts may augment or direct project teams. Provides high-level functional and systems analysis, program management and integration, design integration, documentation and implementation advice on complex studies that require specialized and/or unique skills or knowledge of the particular field. Directly participates and coordinates with all authority levels on all aspects pertinent to the successful implementation of the program or functional area. Provides advanced technical knowledge and analysis of highly specialized applications and operational environment. Engages in program audits and evaluations. Uses own knowledge and information supplied relative to the technical or administrative aspects of the program to perform technical studies and analyses and prepare inputs to program documentation as it relates to that particular functional area. Contributes unique insights into selected areas to be supported, which cannot be gained without significant research and study.

Education and Experience Requirements: MA/MS or equivalent and 10 years in the industry as a recognized technical expert on the subject

POSITION: *Subject Matter Expert*

Job Description: The Subject Matter Expert is that individual who exhibits the highest level of expertise in performing a specialized job, task, or skill within the organization. Minimum technical degree in a particular area of expertise relating to the scientific area for which this individual is considered an expert and 8 years experience at the GS-13/14 level or higher. This individual must have achieved a high level of experience and recognition by professional societies in his or her field. Must have performed at senior levels in areas of expertise and be well renowned in his or her professional community. Possess the ability to solve complex problems in an efficient and unique manner. Individual possesses a one-of-a-kind, unique expertise not readily available.

Education and Experience Requirements: Masters/PHD or Bachelor in Engineering, Computer Science, Systems, Business or related scientific /technical discipline, Bachelor's degree and 8 years of direct relevant experience for Bachelors. For a combined total of 30 years for education & experience.

POSITION: *Technical Lead*

Job Description: Participates in a knowledge engineering team at the enterprise level, providing troubleshooting and strategic enterprise planning and implementation. Implements new technical solutions, industry best practices and organizational specific needs. Gathers requirements and priorities to assist in development and implementation of rapid solutions. Provides support per service level agreements and deliverables. Operates and maintains user support under SharePoint and any future enterprise content management packages. Conducts technical analysis to enable data driven decision regarding identifying options or to validate courses of action in development and execution of enterprise level services. Provides data supported recommendations for policies, procedures, methodologies, and tools to be used for Knowledge Management objectives. Provides data supported recommendations on proposed IT requirements, to include utility, integration, and supportability of applications within the enterprise.

Education and Experience Requirements: Bachelor's Degree in related discipline and 8 years of intensive and progressive experience in broad-based IT settings. (Education may be substituted for general experience and relevant experience may be substituted for education.)

POSITION: System Administrator Lead

Job Description: Serves as a technical expert in the area of system administration for complex networked computer systems. Responsible for the technical design, planning, implementation, performance tuning, troubleshooting, repair and recovery procedures for mission critical enterprise systems. Recommends the redesign and configuration of operating systems and system applications. Investigates and analyzes feasibility of system requirements and develops system specifications. Identifies methods, solutions, and provides project leadership and management of other systems administrators.

Education and Experience Requirements: Bachelor in Engineering, Computer Science, Systems, Business or related scientific /technical discipline, 10 years of direct relevant experience may be substituted for a Bachelors. For a combined total of 16 years for education & experience.

POSITION: System Administrator IV

Job Description: Supports the proper configuration, operations, troubleshooting and maintenance of networked computer systems. Responsible for configurations of desktop and server computers, troubleshoots software and hardware problems as well as network related issues. Installs software, upgrades, evaluate install patches, and resolve software related problems.

Education and Experience Requirements: Bachelor in Engineering, Computer Science, Systems, Business or related scientific /technical discipline, 6 years of direct relevant experience may be substituted for a Bachelors. For a combined total of 12 years for education & experience.

POSITION: Systems Administrator III

Job Description: Supports the proper configuration, operations, troubleshooting and maintenance of networked computer systems. Responsible for configurations of desktop and server computers, troubleshoots software and hardware problems as well as network related issues. Installs software, upgrades, evaluate install patches, and resolve software related problems.

Education and Experience Requirements: Bachelor in Engineering, Computer Science, Systems, Business or related scientific /technical discipline (4 years of experience or applicable technical certification may be used in lieu of a degree) with 6 years of direct relevant experience.

POSITION: Systems Test Engineer IV

Job Description: Defines, documents, analyzes, performs, and interprets developmental tests for new and/or modified products or product components. Investigates and resolves operational problems in conjunction with other engineering and technical personnel. Provides technical support and advice to other engineering groups. Guides and directs lower level personnel on the set-up and performance of tests. Acts as liaison with outside suppliers in establishing or modifying specifications for purchased items. Devises and applies testing procedures for parts or sub-assemblies received from outside vendors. Participates in the development, maintenance and refinement of internal quality control and reliability programs.

Education and Experience Requirements: Bachelor in Engineering, Computer Science, Systems, Business or related scientific /technical discipline, 10 years of direct relevant experience may be substituted for a Bachelors. For a combined total of 16 years for education & experience.

POSITION: Systems Architect III

Job Description: Responsible for support, performance functionality of system environment, end user support, upgrades, customization system integration. Coordinate integration activities, design, implementation of expanding network, needed security web maintenance.

Education and Experience Requirements: Bachelor in Engineering, Computer Science, Systems, Business or related scientific /technical discipline, 4 years of direct relevant experience may be substituted for a Bachelors. For a combined total of 8 years for education & experience.

POSITION: Systems Training Specialist

Job Description: Provides design, development and classroom delivery of hardware and software education programs. Responsible for developing new course materials; modifying and customizing existing materials; and classroom instruction of specialized and custom course segments for maintenance and support of NT/UNIX client/server hardware and software. Participates in design teams or special projects for planning, market research, new product testing and development of new business opportunities.

Education and Experience Requirements: Bachelor's Degree in related discipline and eight (8) years of intensive and progressive experience in broad-based IT settings. (Education may be substituted for general experience and relevant experience may be substituted for education.)

POSITION: IT Associate IV

Job Description: Responsible for the enterprise wide review of systems and software. Leverages technical knowledge and experience to provide recommendations to the government for improving all facets of technology.

Education and Experience Requirements: Masters in Engineering, Computer Science, Systems, Business or related scientific /technical discipline, or High School diploma and 10 years of direct relevant experience.

POSITION: IT Associate III

Job Description: Responsible for the enterprise wide review of systems and software. Leverages technical knowledge and experience to provide recommendations to the government for improving all facets of technology.

Education and Experience Requirements: Associate of Bachelors Engineering, Computer Science, Systems, Business or related scientific /technical discipline, or High School diploma and 6 years of direct relevant experience.

POSITION: IT Associate II

Job Description: Responsible the review of technical documentation for completeness and correctness. Helps with technical writing tasks like editing, grammar, and polishing presentations.

Education and Experience Requirements: Associate of Bachelors Engineering, Computer Science, Systems, Business or related scientific /technical discipline, or High School diploma and 4 years of direct relevant experience.

POSITION: Engineer IV

Job Description: Implements engineering principles, techniques and processes. Decides appropriate tests to evaluate, debug and check systems. Documents the result of complex analysis and design tasks. May design moderately complex systems; assists in developing standards and techniques. May act in a lead role of a project team.

Education and Experience Requirements: Bachelor's Degree in Computer Science, Information Systems, Engineering, Business, or related scientific or technical discipline or 10 years of direct relevant technical experience may be substituted for education for a combined total of 16 years experience.

POSITION: Software Engineer IV

Job Description: Provides functional and empirical analysis related to the design, development, and implementation of software systems, including, but not limited to application software, utility software, development software, and diagnostic software. Participates in the development of test strategies, devices, and systems. Must have the technical background and skills to perform in all phases of software design, development, documentation, and implementation. Ability to design and develop with of advanced networking techniques.

Education and Experience Requirements: Bachelor's Degree in Computer Science, Information Systems, Engineering, Business, or related scientific or technical discipline or 10 years of direct relevant technical experience may be substituted for education for a combined total of 16 years experience.

POSITION: Software Designer III

Job Description: Must have experience in design, development and utilization of computer-based systems. Knowledge and experience with assembly and high-level languages. Experience in tools, techniques and methodologies used in the development and test of computer-based systems.

Education and Experience Requirements: Bachelor's Degree in Computer Science, Information Systems, Engineering, Business, or related scientific or technical discipline or 10 years of direct relevant technical experience may be substituted for education for a combined total of 16 years experience.

POSITION: Network Analyst IV

Job Description: Leads a team or independently performs complex tasks in network analysis engineering, installation, network configuration, firewall, and security support for physical and virtual networks and the supporting hardware. Installs and maintains existing hardware which includes network routers, switches, cables and other hardware. Troubleshoots diagnoses and resolves hardware and software problems. Installs, upgrades, and configures software, hardware and peripheral components. Performs patching, upgrades, backups and disaster recovery functions in accordance with established procedures.

Education and Experience Requirements: BA/BS or equivalent and six (6) years applicable experience.

POSITION: Network Analyst III

Job Description: Responsible for the analysis, design, and implementation of physical and virtual networks and the supporting hardware. Installs and maintains existing hardware which includes network routers, switches, cables and other hardware. Troubleshoots diagnoses and resolves hardware and software problems. Installs, upgrades, and configures software, hardware and peripheral components. Performs patching, upgrades, backups and disaster recovery functions in accordance with established procedures.

Education and Experience Requirements: Bachelor's Degree in related discipline and four (4) years of intensive and progressive experience in broad-based IT settings. (Education may be substituted for general experience and relevant experience may be substituted for education.)

POSITION: Network Analyst II

Job Description: Responsible for assisting and supporting the analysis, design, and implementation of physical and virtual networks and the supporting hardware. Installs and maintains existing hardware which includes network routers, switches, cables and other hardware. Troubleshoots diagnoses and resolves hardware and software problems. Installs, upgrades, and configures software, hardware and peripheral components. Performs patching, upgrades, backups and disaster recovery functions in accordance with established procedures.

Education and Experience Requirements: High School diploma or equivalent and experience in operation of mainframe or mini-computers.

POSITION: Network Analyst I

Job Description: Responsible the review of technical documentation for completeness and correctness. Helps with technical writing tasks like editing, grammar, and polishing presentations.

Education and Experience Requirements: Associate of Bachelors Engineering, Computer Science, Systems, Business or related scientific /technical discipline, or High School diploma and 4 years of direct relevant experience.

POSITION: Network Engineer III

Job Description: Responsible for the analysis, design, and implementation of physical and virtual networks and the supporting hardware. Installs and maintains existing hardware which includes network routers, switches, cables and other hardware. Troubleshoots diagnoses and resolves hardware and software problems. Installs, upgrades, and configures software, hardware and peripheral components. Performs patching, upgrades, backups and disaster recovery functions in accordance with established procedures.

Education and Experience Requirements: Bachelor's Degree in related discipline and six (6) years of intensive and progressive experience in broad-based IT settings. (Education may be substituted for general experience and relevant experience may be substituted for education.)

POSITION: Network Administrator IV

Job Description: Leads the development and network engineering, installation, network configuration, firewall, and security support. for physical and virtual networks and the supporting hardware. Installs and maintains existing hardware which includes network routers, switches, cables and other hardware. Troubleshoots diagnoses and resolves hardware and software problems. Installs, upgrades, and configures software, hardware and peripheral components. Performs patching, upgrades, backups and disaster recovery functions in accordance with established procedures.

Education and Experience Requirements: Bachelor's Degree in related discipline and six (8) years of intensive and progressive experience in broad-based IT settings. (Education may be substituted for general experience and relevant experience may be substituted for education.)

POSITION: Network Administrator III

Job Description: Provides network engineering, installation, network configuration, firewall, and security support. for physical and virtual networks and the supporting hardware. Installs and maintains existing hardware which includes network routers, switches, cables and other hardware. Troubleshoots diagnoses and resolves hardware and software problems. Installs, upgrades, and configures software, hardware and peripheral components. Performs patching, upgrades, backups and disaster recovery functions in accordance with established procedures.

Education and Experience Requirements: Bachelor's Degree in related discipline and six (6) years of intensive and progressive experience in broad-based IT settings. (Education may be substituted for general experience and relevant experience may be substituted for education.)

POSITION: Helpdesk Administrator II

Job Description: Responsible for fielding calls and resolving issues for end-users. Entering issues into IT support ticket system. Serves as the first level of contact for computer support related issues. Resolves desktop and laptop hardware issues as well as troubleshoot software application and connectivity issues. Elevate more complex issues to second tier support, a senior operator, or supervisor. Documents problems and corrective procedures.

Education and Experience Requirements: High School diploma or equivalent and three (3) years of related experience.

POSITION: Helpdesk Administrator I

Job Description: Responsible for fielding calls and resolving issues for end-users. Entering issues into IT support ticket system. Serves as the first level of contact for computer support related issues. Resolves desktop and laptop hardware issues as well as troubleshoot software application and connectivity issues. Elevate more complex issues to second tier support, a senior operator, or supervisor. Documents problems and corrective procedures.

Education and Experience Requirements: High School Diploma or equivalent and one (1) year of related experience.

POSITION: Task Manager I

Job Description: Acts as a Team Leader and activity coordinator. Oversees task planning, task staffing, task monitoring, and task reporting. Monitors assigned tasks and keeps the Project Manager abreast of all problems and accomplishments. Anticipates problems, and works to mitigate the anticipated problems. As a team or project leader, provides technical direction for complete systems development effort. May serve as a technical authority for a designated area. Schedules and assigns duties to subordinates. Interacts with customer technical and management personnel on a daily basis. Reports in writing and orally to contractor management and government representatives.

Education and Experience Requirements: BA/BS in Computer Science, Engineering, Mathematics, Business, Management, or equivalent with 4 years of general experience including 2 years of specialized experience of which 1 year were direct supervisory experience.

POSITION: Task Manager II

Job Description: Acts as a Team Leader and activity coordinator. Oversees task planning, task staffing, task monitoring, and task reporting. Monitors assigned tasks and keeps the Project Manager abreast of all problems and accomplishments. Anticipates problems, and works to mitigate the anticipated problems. As a team or project leader, provides technical direction for complete systems development effort. May serve as a technical authority for a designated area. Schedules and assigns duties to subordinates. Interacts with customer technical and management personnel on a daily basis. Reports in writing and orally to contractor management and government representatives.

Education and Experience Requirements: BA/BS in Computer Science, Engineering, Mathematics, Business, Management, or equivalent with 6 years of general experience including 4 years of specialized experience of which 2 year were direct supervisory experience.

POSITION: Task Manager III

Job Description: Acts as a Team Leader and activity coordinator. Oversees task planning, task staffing, task monitoring, and task reporting. Monitors assigned tasks and keeps the Project Manager abreast of all problems and accomplishments. Anticipates problems, and works to mitigate the anticipated problems. As a team or project leader, provides technical direction for complete systems development effort. May serve as a technical authority for a designated area. Schedules and assigns duties to subordinates. Interacts with customer technical and management personnel on a daily basis. Reports in writing and orally to contractor management and government representatives.

Education and Experience Requirements: MA/MS in Computer Science, Engineering, Mathematics, Business, Management, or equivalent with 8 years of general experience including 6 years of specialized experience of which 3 year were direct supervisory experience.

POSITION: Technical Manager I

Job Description Supports the Project Manager or Technical Manager in meeting the requirements of large, complex IT acquisition or development projects. Provides day-to-day technical and administrative direction to the contract personnel; establishes improved procedures and controls, where necessary, to ensure that all services meet schedule or production. Provides the customer representative with reports on the technical aspects of the project; ensures that project employees perform their assigned technical duties efficiently and timely; applies continuous evaluation and control measures.

Education and Experience Requirements: BA/BS in Computer Science, Engineering, Mathematics, Business, Management, or equivalent with 6 years of computer experience with at least 2 years experience in a senior technical position.

POSITION: Technical Manager II

Job Description Supports the Project Manager or Technical Manager in meeting the requirements of large, complex IT acquisition or development projects. Provides day-to-day technical and administrative direction to the contract personnel; establishes improved procedures and controls, where necessary, to ensure that all services meet schedule or production. Provides the customer representative with reports on the technical aspects of the project; Ensures that project employees perform their assigned technical duties efficiently and timely; applies continuous evaluation and control measures.

Education and Experience Requirements: BA/BS in Computer Science, Engineering, Mathematics, Business, Management, or equivalent with 2 years in an active technical management position. with 6 years of computer experience with at least 2 years experience in a senior technical position.

POSITION: Technical Manager III

Job Description Supports the Project Manager or Technical Manager in meeting the requirements of large, complex IT acquisition or development projects. Provides day-to-day technical and administrative direction to the contract personnel; establishes improved procedures and controls, where necessary, to ensure that all services meet schedule or production. Provides the customer representative with reports on the technical aspects of the project; ensures that project employees perform their assigned technical duties efficiently and timely; applies continuous evaluation and control measures.

Education and Experience Requirements: BA/BS in Computer Science, Engineering, Mathematics, Business, Management (4 years of experience or applicable technical certification

may be used in lieu of a degree) or equivalent with 10 years of computer experience with at least 5 years experience in a senior technical position and 4 years in an active technical management position.

POSITION: Expert Consultant I

Job Description: Provides expert services and leadership in specialized technical areas. Provides expertise on an as-needed basis to all assigned tasks. Provides expert advice and assistance in state-of-the-art hardware, software, and telecommunications. Coordinates with management and technical personnel to ensure that problems are properly defined and that the solution developed will satisfy the customer's requirements.

Education and Experience Requirements: BA/BS in Computer Science, Engineering, Mathematics, Business, Management or equivalent with 6 years of general experience in information systems, including 2 years of specialized experience providing state-of-the-art solutions in information systems technology (or, if the particular area of expertise is new state-of-the-art technology, the specialized experience may be less than 2 years and more consistent with the age of the technology).

POSITION: Expert Consultant II

Job Description: Provides expert services and leadership in specialized technical areas. Provides expertise on an as-needed basis to all assigned tasks. Provides expert advice and assistance in state-of-the-art hardware, software, and telecommunications. Coordinates with management and technical personnel to ensure that problems are properly defined and that the solution developed will satisfy the customer's requirements.

Education and Experience Requirements: BA/BS in Computer Science, Engineering, Mathematics, Business, Management or equivalent with 8 years of general experience in information systems, including 4 years of specialized experience providing state-of-the-art solutions in information systems technology.

POSITION: Expert Consultant III

Job Description: Provides expert services and leadership in specialized technical areas. Provides expertise on an as-needed basis to all assigned tasks. Provides expert advice and assistance in state-of-the-art hardware, software, and telecommunications. Coordinates with management and technical personnel to ensure that problems are properly defined and that the solution developed will satisfy the customer's requirements.

Education and Experience Requirements: BA/BS in Computer Science, Engineering, Mathematics, Business, Management or equivalent with 10 years of general experience in information systems, including 6 years of specialized experience providing state-of-the-art solutions in information systems technology.

POSITION: Expert Consultant IV

Job Description: Provides expert services and leadership in specialized technical areas. Provides expertise on an as-needed basis to all assigned tasks. Provides expert advice and assistance in state-of-the-art hardware, software, and telecommunications. Coordinates with management and technical personnel to ensure that problems are properly defined and that the solution developed will satisfy the customer's requirements.

Education and Experience Requirements: MA/MS in Computer Science, Engineering, Mathematics, Business, Management or equivalent with 12 years of general experience in

information systems, including 8 years of specialized experience providing state-of-the-art solutions in information systems technology.

POSITION: Principal Technical Specialist

Job Description: Provides expert services and leadership in specialized technical areas. Applies this leadership to any phase of System Life Cycle Support as task requirements dictate. Provides expert advice and assistance in state-of-the-art hardware, software, and telecommunications solutions involving hardware of various capacities, multiple operating environments, database management systems specialized software, data communications facilities and protocols including Value Added Networks, fourth generation technologies, and complex software tools or packages. Provides expertise for analyses and studies, enhances or implements system software solutions. Provides expertise for test and acceptance phases. May be required to act as technical supervisor to other project personnel who must prepare or modify software to implement the recommended technical solution. Coordinates with management and technical personnel to ensure that technical problems have been properly defined and that the recommended solution is implemented.

Education and Experience Requirements: MA/MS in Computer Science, Engineering, Mathematics, or equivalent with 10 years of general experience including a minimum of 6 years of specialized experience in the area of expertise

POSITION: Senior Technical Specialist

Job Description: Provides expert services and leadership in specialized technical areas. Provides support to any phase of System Life Cycle Support as task requirements dictate. Provides advice and assistance in state-of-the-art hardware, software, and telecommunications solutions involving hardware of various capacities, multiple operating environments, database management systems specialized software, data communications facilities and protocols including Value Added Networks, fourth generation technologies, and complex software tools or packages. Provides expertise for analyses and studies, enhances or implements system software solutions. Provides expertise for test and acceptance phases. May be required to act as technical supervisor to other project personnel who must prepare or modify software to implement the recommended technical solution. Coordinates with management and technical personnel to ensure that technical problems have been properly defined and that the recommended solution is implemented.

Education and Experience Requirements: MA/MS in Computer Science, Engineering, Mathematics, or equivalent with 7 years of general experience including a minimum of 5 years of specialized experience in the area of expertise.

POSITION: Technical Specialist

Job Description: Provide services in specialized technical areas. Provides technical support to any phase of System Life Cycle task as requirements dictate. Provides assistance in state-of-the-art hardware, software, and telecommunications solutions involving hardware of various capacities, multiple operating environments, database management systems specialized software, data communications facilities and protocols including Value Added Networks, fourth generation technologies, and complex software tools or packages. Assists with analyses and studies, enhances or implements system software solutions. Assists with test and acceptance phases.

Education and Experience Requirements: BA/BS in Computer Science, Engineering, Mathematics, or equivalent with 4 years general experience including 3 years of specialized experience with the technology being addressed.

POSITION: IT Project Administrator II

Job Description: Analyzes criteria for access controls, storage, reproduction, transmission, and destruction of data maintained by automated systems requiring protection. Performs computer security assessments and evaluations of computer systems. Plans and conducts formal on-site program evaluations of large complex information processing systems. Plans and conducts quantitative and qualitative security risk analyses, security evaluations and audits of information processing systems. Determines computer security compliance and effectiveness of information processing systems.

Education and Experience Requirements: BA/BS in Computer Science, Engineering, Mathematics, or equivalent with 2 years of general experience, including a minimum of 1 year of specialized experience in the area of expertise.

POSITION: IT Project Administrator I

Job Description: Must be capable of planning, coordinating, and directing the activities of administrative, program, and technical personnel. Must have a thorough understanding and experience in the complete life-cycle management of military systems. Must have knowledge and experience with Department of Defense (DOD)/Army plans, policies, standards, and methods aimed at the acquisition and support of military systems. Must be capable of managing and controlling schedules and cost to provide on time, within budget, performance of all aspects of the contractual effort. Must be capable of providing direction for operations and ensuring compliance with all management policies, plans, and procedures. Must be capable of providing recommendations for resolution of technical problems.

Education and Experience Requirements: BA/BS or equivalent and 6 years in a related field with supervisory or managerial experience with 4 years of general experience, including a minimum of 2 years of specialized experience in the area of expertise.

POSITION: Computer Security Specialist I

Job Description: Analyzes criteria for access controls, storage, reproduction, transmission, and destruction of data maintained by automated systems requiring protection. Performs computer security assessments and evaluations of computer systems. Plans and conducts formal on-site program evaluations of large complex information processing systems. Plans and conducts quantitative and qualitative security risk analyses, security evaluations and audits of information processing systems. Determines computer security compliance and effectiveness of information processing systems.

Education and Experience Requirements: BA/BS in Computer Science, Engineering, Mathematics, or equivalent with 2 years of general experience, including a minimum of 1 year of specialized experience in the area of expertise.

POSITION: Computer Security Specialist II

Job Description: Analyzes criteria for access controls, storage, reproduction, transmission, and destruction of data maintained by automated systems requiring protection. Performs computer security assessments and evaluations of computer systems. Plans and conducts formal on-site program evaluations of large complex information processing systems. Plans and conducts quantitative and qualitative security risk analyses, security evaluations and audits of information processing systems. Determines computer security compliance and effectiveness of information processing systems.

Education and Experience Requirements: BA/BS in Computer Science, Engineering, Mathematics, or equivalent with 4 years of general experience, including a minimum of 2 year of specialized experience in the area of expertise.

POSITION: Computer Security Specialist III

Job Description: Analyzes criteria for access controls, storage, reproduction, transmission, and destruction of data maintained by automated systems requiring protection. Performs computer security assessments and evaluations of computer systems. Plans and conducts formal on- site program evaluations of large complex information processing systems. Plans and conducts quantitative and qualitative security risk analyses, security evaluations and audits of information processing systems. Determines computer security compliance and effectiveness of information processing systems.

Education and Experience Requirements: BA/BS in Computer Science, Engineering, Mathematics, or equivalent with 6 years of general experience, including a minimum of 4 year of specialized experience in the area of expertise.

POSITION: Computer Security Specialist IV

Job Description: Analyzes criteria for access controls, storage, reproduction, transmission, and destruction of data maintained by automated systems requiring protection. Performs computer security assessments and evaluations of computer systems. Plans and conducts formal on- site program evaluations of large complex information processing systems. Plans and conducts quantitative and qualitative security risk analyses, security evaluations and audits of information processing systems. Determines computer security compliance and effectiveness of information processing systems.

Education and Experience Requirements: MA/MS in Computer Science, Engineering, Mathematics, or equivalent with 8 years of general experience, including a minimum of 6 year of specialized experience in the area of expertise.

POSITION: Systems Engineer III

Job Description: Develops and modifies complex systems and subsystems to enhance overall system operations. Applies analytical techniques when gathering information from users, defining work problems, designing a system of computer programs, and developing procedures to resolve the problems. Develops complete specifications to enable computer programmers to prepare required programs. Analyzes methods of approach. Reviews task proposal requirements, gathers information, analyzes data, prepares project synopses, compares alternatives, prepares specifications for programs, resolves processing problems, coordinates work with programmers, and orients users to new systems.

Education and Experience Requirements: Bachelor's Degree in related discipline and 8 years of intensive and progressive experience in broad-based IT settings. (Education may be substituted for general experience and relevant experience may be substituted for education.)

POSITION: Systems Engineer II

Job Description: Provides network engineering, installation, network configuration, firewall, and security support for physical and virtual networks and the supporting hardware. Installs and maintains existing hardware which includes network routers, switches, cables and other hardware. Troubleshoots diagnoses and resolves hardware and software problems. Installs, upgrades, and configures software, hardware and peripheral components. Performs patching, upgrades, backups and disaster recovery functions in accordance with established procedures.

Education and Experience Requirements: Bachelor's Degree in related discipline and 6 years of intensive and progressive experience in broad-based IT settings. (Education may be substituted for general experience and relevant experience may be substituted for education.)

POSITION: Systems Engineer I

Job Description: Creates and maintains project plans that communicate tasks, milestone dates, risks, finance status and resource allocation; coordinates delivery of deliverables that meet quality assurance standards; assist program team in management of ongoing support activities. Lead and mentor team members as well as demonstrate professional maturity and emotional intelligence, evidenced by the ability to effectively interact with executives. Program managers must also have demonstrated ability to help influence decision making and sell ideas; have well-developed written and verbal communication skills; proven ability to see, understand and explain the big picture; ability to operate autonomously with minimal direction. Responsible for hiring recommendations as well as providing evaluation, award and disciplinary activity support to program members.

Education and Experience Requirements: BA/BS in Computer Science, Engineering, Mathematics, or equivalent (MA/MS preferred) with 6 years of general systems engineering experience.

POSITION: Senior Systems Analyst

Job Description: Analyzes software to determine current capabilities and system functions. Develops plans for ADP systems throughout the entire software development life-cycle. Analyzes methods of approach. Reviews task proposal requirements, gathers information, analyzes data, prepares project synopses, compares alternatives, prepares specifications for programs, resolves processing problems, coordinates work with programmers, and orients users to new systems. May serve as a lead analyst providing supervision and technical guidance to other project members for particular software-related tasks.

Education and Experience Requirements: BA/BS in Computer Science, Engineering, Mathematics, or equivalent (MA/MS preferred) with 8 years of general experience including a minimum of 4 years experience in the specialized area of expertise.

POSITION: Systems Analyst

Job Description: Develops and modifies complex systems and develops subsystems to enhance the overall operational system. Exercises analytical techniques when gathering information from users, defining work problems, designing a system of computer programs, and developing procedures to resolve the problems. Develops complete specifications to enable computer programmers to prepare required programs. Independently works on routine assignments. However, receives guidance from Senior Systems Analyst on complex assignments.

Education and Experience Requirements: BA/BS in Computer Science, Engineering, Mathematics, or equivalent with 4 years of general experience including a minimum of 2 years experience in the specialized area of expertise.

POSITION: Senior Systems Developer

Job Description: Provides technical guidance to other staff members as well as oversees several concurrent projects involving highly complex systems analysis, design and advanced programming of major significance. Provides expert technical assistance and direction to professional personnel involved in the development, maintenance and enhancement of Enterprise wide Internet/Intranet, and database applications systems. Coordinates output, and ensures the technical adequacy of the end product in achieving specified goals and performance standards.

Evaluates application systems for effectiveness in design. Recommends measures of a procedural or technical nature to correct or resolve deficiencies. Develops technical papers describing many aspects of technology, including descriptive and guidance material specifications, alternative solutions and analysis.

Education and Experience Requirements: BA/BS in Computer Science, Engineering, Mathematics, or equivalent with 8 years of general systems development experience including a minimum of 4 years experience in the specialized area of expertise.

POSITION: Systems Developer

Job Description: Provides technical guidance to other staff members as well as oversees several concurrent projects involving highly complex systems analysis, design and advanced programming of major significance. Provides expert technical assistance and direction to professional personnel involved in the development, maintenance and enhancement of Enterprise wide Internet/Intranet, and database applications systems. Coordinates output, and ensures the technical adequacy of the end product in achieving specified goals and performance standards. Evaluates application systems for effectiveness in design. Recommends measures of a procedural or technical nature to correct or resolve deficiencies. Develops technical papers describing many aspects of technology, including descriptive and guidance material specifications, alternative solutions and analysis.

Education and Experience Requirements: BA/BS in Computer Science, Engineering, Mathematics, or equivalent. with 5 years of general systems development experience including a minimum of 2 years experience in the specialized area of expertise.

POSITION: Webmaster

Job Description: Performs studies and analyses, provides advisory services, and develops recommendations and proposals in the area of world wide web technology; develops policy and procedures to ensure the security of the web-sites. Serves as Web technology specialist, performing technical assistance and completing assignments leading to resolution of customer problems and concerns. Ascertains need for services, identifies problems, determines basis of complaints and other matters of concern from the microcomputer user community, and recommends practical and rational improvements; carries out other assignments in furtherance of customer relations programs including reviewing proposed standards, and developing user guidance materials.

Education and Experience Requirements: BA/BS in Computer Science, or equivalent with 5 years of computer experience and with 3 years of experience working with Internet technology.

POSITION: Senior Systems Programmer

Job Description: Responsible for systems programming functions dealing with the overall operating system or complex subsystems of the operating system. Develops specifications for extremely complex systems programming activities. Works at the highest technical level on all phases of system programming controlling the operating system with considerable freedom to make decisions on the techniques to be used. Prepares recommendations for system improvement for management and user consideration. Provides expertise to the technical staff and user community.

Education and Experience Requirements: BA/BS in Computer Science, or equivalent with 6 years of general experience in systems engineering including 3 years of specialized experience in the area of expertise.

POSITION: Systems Programmer

Job Description: Develops and modifies software programs for the operating system. Develops logic for and encodes, tests, modifies and debugs software packages to suit the operating environment. Assists in the design, coding, testing, and implementation of systems related routine modifications. Installs and maintains software products on the computer system. Analyzes and fixes problems associated with the software packages and forwards them to appropriate vendor for problem resolution. Monitors system and corrects any errors or inconsistencies.

Education and Experience Requirements: BA/BS in Computer Science, Engineering, Mathematics, or equivalent (MA/MS preferred) with 8 years of general experience in systems engineering including 4 years of specialized experience in the area of expertise.

POSITION: Senior Programmer/Analyst

Job Description: As an expert programmer/ analyst, consults with clients to learn and define their business requirements or problem areas and uses technical expertise to provide solutions to clients' needs. Prepares program specifications, assists with the preparation of user documentation and system implementation. Analyzes, designs, develops, implements and maintains client server applications over distributed networks and related protocols for various systems. Converts and/ or ports fully developed code over to other platforms using different processor architectures or operating systems. May guide programmer/ analysts at a lower level and other technical personnel on assigned work.

Education and Experience Requirements: BA/BS in Computer Science, Engineering, Mathematics, or equivalent (MA/MS preferred) with 8 years of general systems programmer/ analyst experience including 4 years specialized experience in the area of expertise.

POSITION: Programmer/Analyst

Job Description: Develops program specifications for application software development under general supervision. Defines the logic, performs the coding, tests and debugs the programs. Prepares system and program specifications and documentation that includes designing report formats, record layouts, screen layouts and algorithms. Implements modifications to existing systems. Documents program and system logic. Defines and designs data capture forms, data conversion procedures, data validation/ correction steps, and database definition tables.

Education and Experience Requirements: BA/BS in Computer Science, or equivalent with 4 years of general systems programmer/ analyst experience including 2 years of specialized experience.

POSITION: Senior Integration and Test Engineer

Job Description: Advises technical personnel on the conceptualization, development, and implementation of a broad range of information systems issues, including hardware/ software integration. Plans strategies for improvement of information systems and services. Communicates current innovations and trends in information systems development to technical staff. May serve as the chief architect for complex information systems development. Designs and develops proposed solutions to business problems and client requirements. Performs high-level system analysis and directs technical strategy for accomplishing new objectives. Maintains knowledge of current systems and system development actions and analyzes for data redundancies and system/ program overlap. Prepares justification for selection of new technology.

Education and Experience Requirements: BA/BS in Computer Science, or equivalent with 8 years of general systems engineering and development experience including 4 years specialized experience in the area of expertise.

POSITION: Integration and Test Engineer

Job Description: Advises technical personnel on the conceptualization, development, and implementation of a broad range of information systems issues, including hardware/ software integration. Plans strategies for improvement of information systems and services. Communicates current innovations and trends in information systems development to technical staff. May serve as the chief architect for complex information systems development. Designs and develops proposed solutions to business problems and client requirements. Performs high-level system analysis and directs technical strategy for accomplishing new objectives. Maintains knowledge of current systems and system development actions and analyzes for data redundancies and system/ program overlap. Prepares justification for selection of new technology.

Education and Experience Requirements: BA/BS in Computer Science, or equivalent with 4 years of general systems engineering and development experience including 2 years specialized experience in the area of expertise.

POSITION: Senior Configuration/Data Management Analyst

Job Description: Responsible for configuration management activities including product identification, change control, status accounting, operation of the program support library, and development and monitoring of equipment/system acceptance plans. Evaluates and recommends selection of configuration management tools and standards. Coordinates with users and systems development personnel on releases of both system- level software and application software. Prepares configuration management plans and procedures. Responsible for configuration management of requirements, design, and code. Operates and manages program support library. Supervises lower level personnel.

Education and Experience Requirements: BA/BS in a related field with 7 years of engineering and/ or system analysis and programming experience, including 4 years of configuration management experience.

POSITION: Configuration/Data Management Analyst

Job Description: Responsible for configuration management activities including product identification, change control, status accounting, operation of the program support library, and development and monitoring of equipment/system acceptance plans. Evaluates and recommends selection of configuration management tools and standards. Coordinates with users and systems development personnel on releases of both system- level software and application software. Prepares configuration management plans and procedures. Responsible for configuration management of requirements, design, and code. Operates and manages program support library. Supervises lower level personnel.

Education and Experience Requirements: BA/BS in a related field with 4 years of engineering and/ or system analysis and programming experience, including 2 years of configuration management experience.

POSITION: Senior Computer Specialist

Job Description: Serves as a senior level microcomputer/network specialist and/or mainframe database applications specialist. Provides technical guidance to other staff members as well as oversees several concurrent projects involving complex systems analysis, design and advanced programming of significance to enterprise-wide systems. Provides technical assistance and direction to professional personnel. Plans, directs and coordinates the development and definition of technical specifications for network or mainframe projects, including, assignment of specific

tasks to be performed by team members. Translates requirements into working specifications and, by applying systems development life cycle (SDLC) standards.

Education and Experience Requirements: BA/BS in a related field with 7 years of related experience.

POSITION: Computer Specialist

Job Description: Serves as a senior level microcomputer/network specialist and/or mainframe database applications specialist. Provides technical guidance to other staff members as well as oversees several concurrent projects involving complex systems analysis, design and advanced programming of significance to enterprise-wide systems. Provides technical assistance and direction to professional personnel. Plans, directs and coordinates the development and definition of technical specifications for network or mainframe projects, including, assignment of specific tasks to be performed by team members. Translates requirements into working specifications and, by applying systems development life cycle (SDLC) standards.

Education and Experience Requirements: BA/BS in a related field with 4 years of related experience.

POSITION: Software Engineer

Job Description: Responsible for carrying through to the production phase a number of highly complex systems analysis, design and programming projects, on either microcomputer or mainframe-based systems. Assists junior programmers in one or more projects related to the development, maintenance and enhancement of enterprise-wide computer systems dealing with management, programmatic and administrative functions of the user group. Assists with definitions of technical specifications and provides guidance and assistance to team members. Performs fact finding, analysis of findings, preliminary analysis of existing computer applications, analysis of microcomputer and/or mainframe equipment or system software needs and user requirements. Assists with preparation of overall project recommendations to include estimates of resources and time phasing requirements. Assists with design and execution of testing and final implementation of programs/tasks.

Education and Experience Requirements: BA/BS in a related field with 4 years of related experience.

POSITION: Senior Quality Assurance Analyst

Job Description: Organizes and maintains all required quality assurance documentation. Responsible for ensuring compliance with recognized standards and practices. Insures all documentation is complete, accurate, and correct. Witnesses and documents the test and integration phases. Certifies that deliverables have met established quality requirements.

Education and Experience Requirements: BA/BS in a related field with 7 years of engineering and/ or system analysis and programming experience, including 4 years of quality assurance experience.

POSITION: Quality Assurance Analyst

Job Description: Organizes and maintains all required quality assurance documentation. Responsible for ensuring compliance with recognized standards and practices. Insures all documentation is complete, accurate, and correct. Witnesses and documents the test and integration phases. Certifies that deliverables have met established quality requirements.

Education and Experience Requirements: BA/BS in a related field with 4 years of engineering and/ or system analysis and programming experience (4 years of experience may be substituted in lieu of a degree), including 2 years of quality assurance experience.

POSITION: Senior Database Analyst

Job Description: Coordinates with necessary computer personnel and administrative specialists in the establishment and maintenance of data environments essential to the long-range effectiveness of the customer's management information systems. Recommends standards for data elements, data definitions, search strategies, access methods, file membership rules, records relationships, use of database, integrity of data, physical and private security of data, etc.. Formulates and establishes procedures and standards for Data Dictionaries. Provides technical expertise to managers, analysts, programmers, and users on incorporation of their requirements into design of new database applications. Designs databases, database tables and views, creates triggers using stored procedures or extended stored procedures, utilizes the library of existing stored procedures to perform database functions.

Education and Experience Requirements: BA/BS in a related field with 7 years of related experience.

POSITION: Database Analyst

Job Description: Serves as a Database Analyst under the technical direction of a Senior Database Analyst. Provides one or more application development project staffs with database technical expertise. Participates in development of standards for data elements, data definitions, search strategies, access methods, file membership rules, records relationships, use of database, integrity of data, physical and private security of data, etc. Contributes to establishment of procedures and standards for Data Dictionaries, and is responsible for the maintenance of Data Dictionaries to establish data structures and to inform users of information available in the systems. Develops and implements software routines and utilities to facilitate user applications and their interface with mainframe databases.

Education and Experience Requirements: BA/BS in a related field with 4 years of related experience.

POSITION: Database Administrator I

Job Description: Assists with design, implementation, operation and maintenance of database management systems (DBMS). Assists with DBMS products evaluation. Determines file organization, indexing methods, and security procedures for specific applications. Monitors the global view of databases, access to the databases, assures the safekeeping of the databases. Assists with Installation, testing and implementation of vendor DBMS software including new releases. Performs database administration.

Education and Experience Requirements: AA/AS in a related field with 2 years of general experience in systems analysis.

POSITION: Database Administrator II

Job Description: Provides technical expertise for design, implementation, operation and maintenance of database management systems (DBMS). Evaluates and recommends available DBMS products. Determines file organization, indexing methods, and security procedures for specific applications. Monitors the global view of databases, access to the databases, assures the safekeeping of the databases. Defines required database administration policies, procedures, standards, and guidelines. Prepares and delivers presentations on DBMS concepts. Installs, tests

and implements vendor DBMS software including new releases. Manages database administration tasks.

Education and Experience Requirements: AA/AS in a related field with 3 years of general experience in systems analysis or programming including 1 year of specialized experience in DBMSs.

POSITION: Database Administrator III

Job Description: Provides technical expertise for design, implementation, operation and maintenance of database management systems (DBMS). Evaluates and recommends available DBMS products. Determines file organization, indexing methods, and security procedures for specific applications. Monitors the global view of databases, access to the databases, assures the safekeeping of the databases. Defines required database administration policies, procedures, standards, and guidelines. Prepares and delivers presentations on DBMS concepts. Installs, tests and implements vendor DBMS software including new releases. Manages database administration tasks.

Education and Experience Requirements: AA/AS in a related field with 5 years of general experience in systems analysis or programming including 2 years of specialized experience in DBMSs.

POSITION: Database Administrator IV

Job Description: Provides technical expertise for design, implementation, operation and maintenance of database management systems (DBMS). Evaluates and recommends available DBMS products. Determines file organization, indexing methods, and security procedures for specific applications. Monitors the global view of databases, access to the databases, assures the safekeeping of the databases. Defines required database administration policies, procedures, standards, and guidelines. Prepares and delivers presentations on DBMS concepts. Installs, tests and implements vendor DBMS software including new releases. Manages database administration tasks.

Education and Experience Requirements: BA/BS in a related field with 7 years of general experience in systems analysis or programming including 3 years of specialized experience in DBMSs.

POSITION: Technical Writer I

Job Description: Coordinates documentation of all aspects of the system engineering life cycle for projects. Writes, edits and rewrites material of a technical nature. Prepares manuals, user guides, and other technical documentation for presentations. Possesses excellent writing skills. Must have an understanding of ADP operations and be able to verbally communicate effectively.

Education and Experience Requirements: AA/AS in English, Journalism, or equivalent. 2 years of general experience in writing including 1 year of specialized experience in technical writing.

POSITION: Technical Writer II

Job Description: Plans, manages and coordinates documentation of all aspects of the system engineering life cycle for projects. Writes, edits and rewrites material of a technical nature. Prepares manuals, user guides, and other technical documentation for presentations. Possesses excellent writing skills. Must be knowledgeable of ADP operations and be able to verbally communicate effectively.

Education and Experience Requirements: AA/AS in English, Journalism, or equivalent. 4 years of general experience in writing including 2 years of specialized experience in technical writing.

POSITION: Technical Writer III

Job Description: Plans, manages and coordinates documentation of all aspects of the system engineering life cycle for projects. Writes, edits and rewrites material of a technical nature. Prepares manuals, user guides, and other technical documentation for presentations. Possesses excellent writing skills, is knowledgeable of ADP operations and be able to verbally communicate effectively.

Education and Experience Requirements: BA/BS in English, Journalism, or equivalent. 6 years of general experience in writing including 3 years of specialized experience in technical writing.

POSITION: Technical Writer IV

Job Description: Plans, manages and coordinates documentation of all aspects of the system engineering life cycle for projects. Writes, edits and rewrites material of a technical nature. Prepares manuals, user guides, and other technical documentation for presentations. Possesses excellent writing skills, is knowledgeable of ADP operations and be able to verbally communicate effectively.

Education and Experience Requirements: BA/BS in English, Journalism, or equivalent. 8 years of general experience in writing including 4 years of specialized experience in technical writing.

POSITION: Senior Data Technician

Job Description: Operates an alphanumeric keyboard requiring an understanding of transcribing procedures and relevant state-of-the-art data entry/computer equipment. Exercises experience and judgment in selecting procedures to be followed and in searching for, interpreting, selecting, or coding items to be entered from a variety of source documents. Inputs data from source documents and computer listings. Corrects errors arising from erroneous items, codes, or missing information. Reviews computer generated errors and warning conditions concerning accuracy, reasonableness, and consistency of the data. Reconciles such findings or defines the problem area and probable cause and brings to the attention of appropriate personnel.

Education and Experience Requirements: AA/AS in a related field. 4 years general experience including 2 years specialized experience.

POSITION: Data Technician

Job Description: Operates an alphanumeric keyboard requiring an understanding of transcribing procedures and relevant state-of-the-art data entry/computer equipment. Inputs data from source documents into a keyboard controlled data entry device. Extracts, cross references, and prepares data for entry. Compiles and summarizes data, as well as performs mathematical computations. Develops charts, graphs, and other statistical reports. Maintains files and records.

Education and Experience Requirements: AA/AS in a related field. 2 years general experience including 1 year specialized experience.

POSITION: Senior Program Management Technologist

Job Description: Provides expertise in Program Management processes and System acquisition procedures for Information and Automated Data Processing (ADP) systems. Provides expertise in

program/ project/ engineering planning, acquisition, tracking and management, including the use and analysis of earned value reporting. Has specific knowledge to the extent necessary to understand, design, develop, test, select, implement, manage and enhance a total, integrated system. Has significant knowledge of procedures and activities required to manage such a program.

Education and Experience Requirements: BA/BS in a related field (MA/MS or MBA preferred). 10 years of broad-based management and/ or systems engineering.

POSITION: Program Management Technologist

Job Description: Provides expertise in management processes and acquisition procedures for Information and Automated Data Processing (ADP) systems. Provides expertise in program/ project/ engineering planning, acquisition, tracking and management. Has demonstrated knowledge to the extent necessary to understand, design, develop, test, select, implement, manage and enhance a total, integrated system. Has demonstrated experience in the use of procedures and activities required to manage such a program.

Education and Experience Requirements: BA/BS in a related field. 7 years of broad- based automated data processing and/ or management experience.

POSITION: Senior Program Management Specialist

Job Description: Provides expert analysis and support to mid- and senior- level management and members of the technical staff to solve highly complex, difficult program management and information system problems. Provides quality assurance reviews and performs risk analyses of major systems development issues. Establishes standards for management functions. Directs other technical personnel on feasibility studies, systems planning, management and technical problems, priorities, and methods associated with the management of large system development activities. Analyzes existing and planned management systems and makes recommendations to enhance performance to meet client requirements.

Education and Experience Requirements: BA/BS in Engineering, Management, Computer Science or related disciplines. MA/MS or MBA is preferred. 10 years experience in large system program management.

POSITION: Program Management Specialist

Job Description: Provides analysis and support to mid- and senior- level management and members of the technical staff to solve highly complex, difficult program management and information system problems. Provides quality assurance reviews and performs risk analyses of major systems development issues. Assists in establishing standards for management functions. Collaborates with other technical personnel on feasibility studies and systems planning. Confers with and advises employees on management and technical problems, priorities, and methods associated with the management of large system development activities. Develops presentations on technical topics of concern to the client management. Evaluates problems outlined by management and technical personnel in terms of management, hardware/ software/ communications requirements and capabilities; Compares existing and planned management systems and makes recommendations to enhance performance to meet client requirements.

Education and Experience Requirements: BA/BS in Engineering, Management, Computer Science or related disciplines. 7 years experience in large system program management.

POSITION: Senior Information Management Technologist

Job Description: Provides analysis and support to mid- and senior- level management and members of the technical staff to solve highly complex, information management problems. Provides expertise in Information Resource Management, Communications, and Automated Data Processing (ADP) management processes and associated acquisition procedures. Provides expertise in analyzing and managing information technology programs and services.

Education and Experience Requirements: BA/BS in Engineering, Management, Computer Science or related disciplines. 10 years of broad- based ADP experience or 15 years experience in system analysis, planning, and system acquisitions.

POSITION: Information Management Technologist

Job Description: Performs analysis for mid- and senior- level management and members of the technical staff to solve highly complex, information management problems. Develops acquisition procedures for Information and Automated Data Processing (ADP) systems. Provides knowledge in Information Resource Management, Communications, and Automated Data Processing (ADP) management processes and associated acquisition procedures. Performs analysis on information technology programs and services.

Education and Experience Requirements: BA/BS in Engineering, Management, Computer Science or related disciplines. 7 years of broad-based ADP experience or 10 years experience in systems analysis, planning, and system acquisitions.

POSITION: Senior Management Analyst

Job Description: Designs and conducts complex IT management studies involving one or more of the activities reverent to the Departments / Agencies IT community. Prepares presentations to management and other officials and prepares written reports and analyses as required.

Education and Experience Requirements: BA/BS in Computer Science, Business Administration, or Public Administration. 5 years of professional work experience in planning, conduction, and participating in short-term IT studies.

POSITION: Management Analyst

Job Description: Assists in the design and conduct of complex IT management studies involving one or more of the activities reverent to the ordering agencies IT community. Schedules work to meet completion dates, estimates personnel needs, reviews project progress and makes changes in methodologies where necessary. Prepares presentations to management and other officials and prepares written reports and analyses as required; designs, reviews, and evaluates management and administrative automated systems.

Education and Experience Requirements: BA/BS in Computer Science, Business Administration, or Public Administration. 3 years of professional work experience in planning, conducting, and participating in short-term IT studies.

POSITION: Senior Cost Analyst

Job Description: Designs and develops economic comparison criteria for use in selecting information systems and determines, implements, and performs procedures for pricing the ongoing operations of selected information systems, and performs economic analyses and other cost and pricing analyses as required. Develops other financial and cost related documents such as award fee plans, and be familiar with automated spreadsheet and database systems in developing analytical studies.

Education and Experience Requirements: BA/BS in Business Administration or Finance. CPA preferred. 5 years of professional work experience in developing economic comparison studies, and Information Technology Life Cycle Cost analysis.

POSITION: Cost Analyst

Job Description: Assists in design and development of economic comparison criteria for use in selecting information systems and determines, implements, and performs procedures for pricing the ongoing operations of selected information systems, and performs economic analyses and other cost and pricing analyses as required. Develops other financial and cost related documents such as award fee plans, and be familiar with automated spreadsheet and database systems in developing analytical studies.

Education and Experience Requirements: BA/BS in a related field. 3 years of professional work experience in developing economic comparison studies, and Information Technology Life Cycle Cost analysis.

POSITION: Senior Telecommunications Engineer

Job Description: Provides technical direction for telecommunications activities including planning, designing, installing, and maintaining large telecommunications networks.; Develops, operates, and maintains voice, video, and data communications systems; Applies telecommunications engineering principles and theory to propose design and configuration alternatives; Evaluates existing communications systems to identify deficiencies and network performance improvements; Analyzes network performance, usage and traffic flows, accesses and interfaces, transmission techniques, and protocols; Performs network analyses and feasibility studies concerning communications and communication networks; Prepares studies and gives presentations on communications concepts. Serves as a senior technical advisor in development and maintenance of complex data communication programs or systems, and implements new or modifies vendor's network software; and when requested, resolves network-related problems in support of other organizational elements.

Education and Experience Requirements: BA/BS in Computer Science or related field. MA/MS Preferred. 10 years of general experience in data communications or computer systems including 4 years of demonstrated specialized experience.

POSITION: Telecommunications Engineer

Job Description: Provides technical expertise for telecommunications activities including planning, designing, installing, and maintaining large telecommunications networks; Assists senior personnel in implementing data communication services; Participates in the planning, designing, development, testing, implementation and maintenance of complex on-line data communication LANs; Works from documented logic and instructions, and writes or maintains complex data communications programs. Generates and implements host level communication methodologies and monitors activity to ensure accuracy; Coordinates installation of hardware, monitors operations of data communications systems and/or LANs and services provided by vendors; and Performs system analysis work and provides guidance to technical staff members.

Education and Experience Requirements: BA/BS in Computer Science or related field. 6 years of general experience in data communications or computer systems including 3 years of demonstrated specialized experience.

POSITION: Communications Specialist I

Job Description: Assists with telecommunications systems activities as required. Assists with specifications review for data communication equipment systems and/or networks. Assists with the design, development and installation of unique data transmission systems. Assists in the development of processes governing the operation and management of data communications programs and systems. Assists with reviews of telecommunication policies, procedures, and standards.

Education and Experience Requirements: High School Diploma with professional Networking Certifications. 2 years of general experience in data communications or computer systems.

POSITION: Communications Specialist II

Job Description: Provides technical assistance for Department-wide telecommunications systems activities. Evaluates specifications for data communication equipment systems and/or networks. Assists with the design, development and installation of unique data transmission systems. Develops processes governing the operation and management of data communications programs and systems. Reviews telecommunication policies, procedures, and standards.

Education and Experience Requirements: AA in Computer Science or related field or High School Diploma with professional Networking Certifications. 3 years of general experience in data communications or computer systems including one 1 year of demonstrated specialized experience.

POSITION: Communications Specialist III

Job Description: Provides technical guidance for enterprise-wide telecommunications systems activities. Evaluates requirements and specifications for data communication equipment systems and/or networks. Assists with the design, development and installation of unique data transmission systems. Develops procedures governing the operation and management of data communications programs and systems. Reviews telecommunication policies, procedures, and standards.

Education and Experience Requirements: BA/BS in Computer Science or related field; or AA with professional Networking Certifications. 5 years of general experience in data communications or computer systems including 2 years of demonstrated specialized experience.

POSITION: Communications Specialist IV

Job Description: Provides technical guidance for enterprise-wide telecommunications systems activities. Evaluates and recommends action on requirements and specifications for data communication equipment systems and/or networks. Provides technical assistance concerning the design, development and installation of unique data transmission systems. Develops processes and procedures governing the operation and management of data communications programs and systems. Develops telecommunication policies, procedures, and standards.

Education and Experience Requirements: BA/BS in Computer Science or related field; or AA with professional Networking Certifications. 7 years of general experience in data communications or computer systems including 3 years of demonstrated specialized experience.

POSITION: Senior Network Engineer

Job Description: Designs, configures, tests, implements and maintains telecommunications and LAN operation support activities, and supports application programmers. Provides technical support in evaluating and resolving network and processor problems. Responsible for the design, configuration and implementation of Local and Wide Area Networks (LANs/WANs). Evaluates network performance using hardware and software diagnostic tools. Participates in planning and

installation of new networks and ADP hardware. Evaluates network changes for operational impact. Assists with implementation planning of LAN/WAN and data communications services between LANs, microcomputers, minicomputers, hosts, front end processors and remote terminal devices.

Education and Experience Requirements: BA/BS in Computer Science, Systems Engineering, or related field. 7 years of general experience in data communications or computer systems including 3 years of demonstrated specialized experience, including: supervision, design methodologies, and design tools.

POSITION: Senior Network Analyst

Job Description: Performs data communications and LAN/WAN studies as assigned. Prepares and presents results of studies to management orally or in written reports. Provides assistance to lower level communications personnel as required. Must have extensive background in computer and communication electronics to operate a complex technical control facility. Be able to apply network protocols to the design of a network servicing multiple remote nodes/users.

Education and Experience Requirements: BA/BS in Computer Science, Systems Engineering, or related field. 7 years of general experience in data communications or computer systems including 3 years specialized experience in a related field.

POSITION: Network Analyst

Job Description: Performs data communications and LAN/WAN studies as assigned. Prepares and presents results of studies to management orally or in written reports. Provides assistance to lower level communications personnel as required. Must have extensive background in computer and communication electronics to operate a complex technical control facility. Be able to apply network protocols to the design of a network servicing multiple remote nodes/users.

Education and Experience Requirements: BA/BS in a related field. 3 years of general experience in data communications or computer systems with recently demonstrated specialized experience in a related field.

POSITION: Senior Network Specialist

Job Description: Serves as a point of initial contact for user data communications problems and vendor maintenance personnel performing problem circumvention and fault isolation procedures. Responsible for a range of data communications equipment and software technologies. Have background in electronics to understand the theory of operations and maintenance characteristics of network components. Have a computer concepts background sufficient to understand the role of network components, and to operate a system console in problem resolution; be familiar with computer and communications number systems, character codes, etc. Have an understanding of various cable interfaces and protocols. Have knowledge of both Host level and LAN diagnostic tools. Provides equipment diagnostic customarily used in a data communications environment. Have a knowledge of various interface commands utilized by unique communications access methods. Communicates with users at National and Regional levels, and respective customers. Have a knowledge of Network Operating Systems.

Education and Experience Requirements: BA/BS in Computer Science or related field. Network engineer certification (CNE, MCSE, etc.) may be substituted for educational requirement and/or may be required. 7 years of related experience.

POSITION: Network Specialist

Job Description: Assists in monitoring LAN/WAN and associated communication equipment; performs troubleshooting procedures on equipment, corrects malfunction or refers problem to appropriate staff. Tracks trouble calls, insuring that problems are completely resolved in a timely manner. Utilizes available test equipment on a day-to-day basis to maintain a stable LAN/WAN communication environment. Assists in monitoring performance of support vendor to ensure they are meeting commitments with respect to delivery of equipment or resolution of problems. Assists in the maintenance of a database of equipment, cables and communication circuits that are terminated in a centralized location and a library of LAN cabling documentation (UTP and fiber optic) of specific LANs. Assists in performing backup of communication pro.

Education and Experience Requirements: AA/AS in Computer Science or related field. Network engineer certification (CNE, MCSE, etc.) may be substituted for educational requirement. AA/AS in Computer Science or related field. Network engineer certification (CNE, MCSE, etc.) may be substituted for educational requirement.

POSITION: Senior Network Administrator

Job Description: Participates in the development of LAN operating policy, procedures and standards. Maintains network security system plan including a full disaster recovery plan for equipment software and data network backup and recovery procedures. Participates in the development and implementation of inter-network communications design activities. Directs the research, testing, evaluation and design activities for network operating systems and file systems. Directs daily system administration activities including monitoring traffic, initiating preventive maintenance procedures, troubleshooting hardware and software problems and installing and optimizing operating LAN system, and applications software. Develops written user procedures. Prepares technical reports and presents technical briefings to management. Conducts LAN Administration Group meetings.

Education and Experience Requirements: BA/BS in Computer Science or related field. Network engineer certification (CNE, MCSE, etc.) may be substituted for educational requirement and/or may be required. 5 years of related experience.

POSITION: Mid-level Network Administrator

Job Description: Assist in development of LANs operating procedures and standards. Conducts research, testing, evaluation and design activities for network operating systems and file systems. Performs daily system administration activities including monitoring traffic, initiating preventive maintenance procedures, troubleshooting hardware and software problems including diagnostics involving cable plant and communications equipment and installing and optimizing LAN operating systems, and applications software. Develops written user procedures. Monitors operation of LANs and services of vendors. Prepares technical reports and presents technical briefings to management. Participates in LAN Administration Group meetings.

Education and Experience Requirements: BA/BS in Computer Science or related field. Network engineer certification (CNE, MCSE, etc.) may be substituted for educational requirement. 3 years of related experience.

POSITION: Network Administrator

Job Description: Assists in development of LANs operating procedures and standards. Assists in the research, testing, evaluation and design activities for network operating systems and file systems. Assists in the performance of daily system administration activities including initiating preventive maintenance procedures, and installing LAN software, troubleshoots network servers,

components and participates in cable plan diagnostics. Assists in the development of written user procedures. Monitors operation of LANs and services of vendors. Prepares reports on technical findings to the LAN administration teams.

Education and Experience Requirements: AA/AS in Computer Science or related field. Network engineer certification (CNE, MCSE, etc.) may be substituted for educational requirements required. 1 year of related experience.

POSITION: Mid-level Customer Service Technician

Job Description: Isolates and advises users on services and technical assistance available and coordinates the provision of such assistance. Identifies causes of job failures and provides consultation with regard to problem resolution. Maintains records of all contacts with members of the user community, specifically the nature of the contact, the resolution of the problem, personnel involved and such other details as necessary to identify the types of problems encountered and the resolution of problems. Ascertains patterns and develops proposed procedural and operational changes to minimize or eliminate common or recurring problems. Develops or provides support for the development of guidance and training materials and updates. Implements developmental assignments covering studies and analysis of customer concerns and problems of a limited nature or participates as a member of a team or work group in the analysis of broad policy, planning or problem issues that affect the user community. Supervises Junior level help desk personnel.

Education and Experience Requirements: BA/BS in a related field. 4 years of work experience in the computer field, with a minimum of 2 years in the help-desk area.

POSITION: Customer Service Technician

Job Description: Provides assistance and training to the user community regarding use of computer terminals, minicomputers and/or microcomputers operation and user-friendly software packages. Responds to technical assistance problems from users and advises on solutions to communications and operations-related problems or refers users to higher level technicians. Maintains records of contacts with users. Assists in the preparation and maintenance of user handbooks in training the user community. Participates as a member of a team or work group in the analysis of policy, planning or problem issues that affect the applicable agency.

Education and Experience Requirements: AA/AS in a related field with 2 years work experience (2 years of experience or applicable technical certification may be substituted in lieu of a degree) with a minimum of 1 year in the computer field.

POSITION: Technical Administrator

Job Description: Serves as a Technical Administrator providing analytical support services to all levels of management; Develops and/or maintains extensive statistical records in spreadsheet (e.g. Lotus 123, Excel, etc.) and/or database (e.g. Access, Approach) software, including: financial data; hardware/software receipt, distribution, maintenance and inventories; mail management data; and information collection budget data; Maintains program libraries, procedures and technical production documentation; Prepares and maintains files of documented office policies and procedures; Communicates requests for action or information to proper personnel, interprets requests and assists with implementation action; Assists senior staff in project management by gathering milestone data and subsequently generating the appropriate project reports; Reviews report data in accordance with general instructions, priorities, policies, and program goals.

Education and Experience Requirements: BA/BS in a related field with 5 years experience, at least 2 years must be in a similar position.

POSITION: Senior Technical Assistant

Job Description: Serves as a Senior Technical Assistant providing a wide range of support services to higher level personnel engaged in production management responsibilities; Reviews project management report data. Assists in the maintenance of program libraries, procedural and technical production documentation, and technical publications; Maintains library of publications, procedures, manuals, etc.; Supports other specialists by submitting and retrieving information through a network microcomputer; Converts a variety of narrative and tabular material, such as correspondence, complicated statistical tabular reports, manuals, charts, and special technical projects with lengthy detailed specifications, from rough draft into final form, using word processing and spreadsheet software; Assists and/or directs other Technical Assistants in the use of word processing and spreadsheet software, and troubleshoots problem areas; Trains and directs the efforts of Technical Assistants;

Education and Experience Requirements: BA/BS in Computer Science, Journalism or related field with 4 years of related experience.

POSITION: Mid-level Technical Assistant

Job Description: Prepares materials needed for technical conferences, technical correspondence, appointments, technical meetings, telephone calls, etc., and informs officials of matters to be considered; Analyzes publications, regulations, and directives. Prepares both manual and automated special or one-time reports, summaries, or replies to inquiries, selecting relevant information from a variety of sources such as reports, documents, and correspondence; and advises subordinates on new procedures, requests information needed for periodic or special conferences, reports, inquiries, etc.

Education and Experience Requirements: BA/BS in a related field with 3 years of related experience in positions of comparable requirements

POSITION: Technical Assistant

Job Description: Assists in preparing materials for technical conferences, technical correspondence, appointments, technical meetings, telephone calls, etc., Assists in composition of technical correspondence. Assists with preparation of both manual and automated special or onetime reports, summaries, or replies to inquiries, selecting relevant information from a variety of sources such as reports, documents, and correspondence and advises on new procedures, requests information needed for periodic or special conferences, reports, inquiries, etc.

Education and Experience Requirements: AA/AS in a related field with 2 years of related experience in positions of comparable requirements.

POSITION: Administrative Specialist I

Job Description: Assists management in project/task cost containment and cost management activities. Assists management in technical administration, contract administration and facility operation activities. Supervises subordinate administrative and support staff.

Education and Experience Requirements: AA/AS in a related field with 1 year of general business experience.

POSITION: Administrative Specialist II

Job Description: Assists management in project/task cost containment and cost management activities. Assists management in technical administration, contract administration and facility operation activities. Supervises subordinate administrative and support staff.

Education and Experience Requirements: AA/AS in a related field with 2 years of general business experience including specialized costing experience in Technical environment.

POSITION: Administrative Specialist III

Job Description: Assists management in project/task cost containment and cost management activities. Assists management in technical administration, contract administration and facility operation activities. Supervises subordinate administrative and support staff.

Education and Experience Requirements: AA/AS in a related field with 4 years of general business experience including specialized costing experience in Technical environment.

POSITION: Administrative Specialist IV

Job Description: Assists management in project/task cost containment and cost management activities. Assists management in technical administration, contract administration and facility operation activities. Supervises subordinate administrative and support staff.

Education and Experience Requirements: BA/BS in a related field with 6 years of general business experience including specialized costing experience in Technical environment.

POSITION: Graphics Designer I

Job Description: Responsible for planning, laying out, and executing illustrations in black and white or color, and illustrating technical or scientific materials in one or more of the commonly used art media, and using COTS computer tools applicable to support the requirements. Designs, develops, and delivers comprehensive integrated graphics to meet customer requirements; Plans presentations that typically include illustrations, photographs, video, animation, and/or text. Supervises other Graphic Illustrators.

Education and Experience Requirements: High school diploma with 2 years of experience in graphic art production.

POSITION: Graphics Designer II

Job Description: Responsible for planning, laying out, and executing illustrations in black and white or color, and illustrating technical or scientific materials in one or more of the commonly used art media, and using COTS computer tools applicable to support the requirements. Designs, develops, and delivers comprehensive integrated graphics to meet customer requirements; Plans presentations that typically include illustrations, photographs, video, animation, and/or text. Supervises other Graphic Illustrators.

Education and Experience Requirements: AA/AS in Computer Multimedia, Graphic Arts or related field with 2 years of related experience including experience with at least 1 microcomputer COTS graphics packages.

POSITION: Graphics Designer III

Job Description: Responsible for planning, laying out, and executing illustrations in black and white or color, and illustrating technical or scientific materials in one or more of the commonly used art media, and using COTS computer tools applicable to support the requirements. Designs, develops, and delivers comprehensive integrated graphics to meet customer requirements; Plans presentations that typically include illustrations, photographs, video, animation, and/or text. Supervises other Graphic Illustrators.

Education and Experience Requirements: AA/AS in Computer Multimedia, Graphic Arts or related field with 3 years of related experience including experience with at least 2 microcomputer COTS graphics packages.

POSITION: Graphics Designer IV

Job Description: Responsible for planning, laying out, and executing illustrations in black and white or color, and illustrating technical or scientific materials in one or more of the commonly used art media, and using COTS computer tools applicable to support the requirements. Designs, develops, and delivers comprehensive integrated graphics to meet customer requirements; Plans presentations that typically include illustrations, photographs, video, animation, and/or text. Supervises other Graphic Illustrators.

Education and Experience Requirements: BA/BS in Computer Multimedia, Graphic Arts or related field with 4 years of related experience including experience with at least 4 microcomputer COTS graphics packages.

POSITION: Content Manager

Job Description: Oversees language training and technology integration, and application of technology, methodologies, and training materials. Proposes new strategies and techniques to integrate new training technologies and capabilities, including Distributed learning and E-learning; Web-based learning language programs and on-line language testing for tactical applications; as well as the use of language software tool evaluations to support customers' language needs.

Education and Experience Requirements: BS/BA Degree or experience in lieu of degree. 3 or more years military intelligence or linguist operational deployment experience

POSITION: Multimedia Developer

Job Description: Creates layout and designs for eLearning, mLearning, instructor-led course materials, events, and websites. Develops materials (to include graphics, animations, videos, and Web interfaces) for websites, mobile applications, and eLearning products; assesses and implements requirements for websites, mobile applications and eLearning products; makes recommendations regarding software upgrades and use of new innovations; develops and administers back and front services to support Flash, and other HTML5 multimedia content; develops and administers SQL server and other databases to support multi-media and interactive training; creates interactive graphics/animations using available development tools.

Education and Experience Requirements: BS/BA Degree or experience in lieu of degree with 5 or more years experience in multi-media or web development.

POSITION: Support Logistician

Job Description: Plans, implements, and manages the efficient movement of personnel and equipment. Coordinates preventive maintenance inspection missions, movement of IRM IT cargo, and makes necessary travel arrangements.

Education and Experience Requirements: High School Diploma or GED and 4 years of related experience.

POSITION: Telephone Technician

Job Description: Provides telecommunications and telephone support, specifically to design, implement, and maintain Avaya CS1000E communications systems. Performs preventative maintenance; troubleshoots, identifies, and corrects problems.

Education and Experience Requirements: High School Diploma or GED and 4 years of related experience.

POSITION: Knowledge Manager Process Mapping and SharePoint Content Manager

Job Description: Implements and supports Knowledge Management, Process mapping, SharePoint content management and knowledge management processes. Handles the administrative aspects of web-based presence; provides training to users on best practices and methodologies.

Education and Experience Requirements: BS/BA Degree in Computer Science with 5 years of related experience.

POSITION: SharePoint Developer

Job Description: Provides web design services, acts as the SharePoint Site Engineer, and is responsible for all technical aspects of the SharePoint Farm. Provides on the job training, mentoring, documentation, and support – particularly regarding SharePoint web modifications, work flows, maintenance and troubleshooting.

Education and Experience Requirements: BS/BA in Computer Science, Engineering or a related technical discipline, or the equivalent combination of education, technical training, or work experience with 5 years of related experience / and a comprehensive knowledge of Federal Government SharePoint development standards and methodologies.

POSITION: SharePoint Site Manager/Developer

Job Description: The SharePoint Site Manager/Developer provides web design, SharePoint development, SharePoint Site administration and training support. Manages all aspects of the SharePoint farm, works closely with Government leadership team in managing the SharePoint farm and supporting infrastructure. This includes requests for web modifications and maintenance of the SharePoint farms for high availability on multiple networks.

Education and Experience Requirements: BS/BA in Computer Science, Engineering or a related technical discipline, or the equivalent combination of education, technical training, or work experience with 5 years of related experience / and a comprehensive knowledge of Federal Government SharePoint development standards and methodologies.

POSITION: System Administrator V

Job Description: Provides Data Network Support as well as tests, installs, configures, maintains, optimizes and upgrades various aspects of an enterprise data and voice network including but not limited to hardware, software, and services, metropolitan area network (MANs), and local area networks (LANs).

Education and Experience Requirements: BS/BA Degree, Professional IT Certifications in network systems and/or systems support, such as: Microsoft MCITP, MCSE, Citrix CCEA or CCIA, Cisco CCNA, VMware VCP, or other related technical certifications with 3 years of related experience.

POSITION: Network Engineer IV

Job Description: The Network Engineer plans the installation of new Local Area Networks (LANs) and complex modifications or extensions to existing ones, as well as recommends installation of new or modified data bandwidth circuits, bridges, modems, routers, multiplexes, computer hardware and software.

Education and Experience Requirements: BS/BA Degree in Computer Science, Engineering or a related technical discipline, or the equivalent combination of education, technical training, or work/military experience+E150. CCNP (routing switching/security), MCITP 2008 with 4 years of related experience.

POSITION: Information Technology Specialist

Job Description: Maintains all customer servers and workstation assigned to their area of responsibility, and provides Help Desk support to all assigned personnel.

Education and Experience Requirements: BS/BA Degree in Computer Science, Engineering or a related technical discipline, or the equivalent combination of education, technical training, or work/military experience+E150. CCNP (routing switching/security), MCITP 2008 with 3 years of related experience.

POSITION: Systems Administrator

Job Description: Provides network Information Technology support. Responsible for installing, configuring, maintaining, and upgrading workstations, printers, digital senders.

Education and Experience Requirements: High School Diploma or GED with 4 years related experience.

POSITION: Data Management Analyst III

Job Description: Provide data management and dissemination services. Organize data files, uploading products to a database, transforming data when necessary to meet predetermined specifications, creating and downloading data files. Data tasking, processing, exploitation, and dissemination of data. Perform quality control and finishing for various technologies. Advise the Program Manager on technical issues concerning system, and data management issues.

Education and Experience Requirements: BS in Computer related field. 3 years of related experience.

POSITION: Data Management Analyst I

Job Description: Provide data management and dissemination services. Organize data files, uploading products to a database, transforming data when necessary to meet predetermined specifications, creating and downloading data files. Data tasking, processing, exploitation, and dissemination of data.

Education and Experience Requirements: Associates Degree in Computer related field. 5 years of related experience.

POSITION: Senior Test Engineer

Job Description: Follow prescribed test processes, procedures, and customer use cases. Create Test and Evaluation Master Plans, test forms, write use cases and test cases, record and analyze test results. Support Test Readiness Reviews, maintain Traceability Verification matrices, ensure all specification requirements have been tested, record reliability and maintainability data. Analyze test results, report test discrepancies, and write detailed test reports. Modify and/or design, and execute test procedures and plans used to evaluate software on multiple projects.

Education and Experience Requirements: BS degree in computer related field. 5 years of related experience.

POSITION: Logistics Specialist

Job Description: Create and maintain a smooth flow of goods, control the distribution of materials, and ensure that the inventory of materials is up to date and sufficient for current and upcoming projects without building up excessive overstock. Responsible for inventory of all IT equipment and monitors and maintains Hand Receipts of all personnel. Receive and track new

Equipment. Order, track, and account for all expendable equipment. Support the customer in the performance of logistical tasks and advise management on IT equipment availability status. BAR Code and issue new equipment to all personnel. Perform monthly Accountability check of all IT equipment. Assist in the development of plans, assesses facility, oversees movement operations, and periodically conducts training for personnel involved in the movement, disassembly/assembly and reconstitution of multiple sets of equipment. Respond to queries concerning distribution of equipment.

Education and Experience Requirements: Associates degree in any field. 10 years of related experience.

POSITION: Systems Architect V

Job Description: Conduct technical evaluation of existing systems, perform analysis and assessment of interoperability challenges between existing tools and web applications. Provide recommendations for new systems, tools, and applications when applicable. Ensure performance functionality of system environment, end user support, upgrades, customization system integration. Coordinate integration activities, design, implementation of expanding network, needed security web maintenance.

Education and Experience Requirements: BS degree in Computer related field. 7 years of experience.



GSA IT Schedule 70 – Price List

SIN No.	GSA IT Schedule 70 Labor Category	Year 1	Year 2	Year 3	Year 4	Year 5
132-51	Program Manager III	\$112.64	\$114.90	\$117.19	\$119.54	\$121.93
132-51	Program Manager II	\$93.34	\$95.21	\$97.11	\$99.05	\$101.03
132-51	Project Manager III	\$80.02	\$81.62	\$83.26	\$84.92	\$86.62
132-51	Project Manager II	\$79.04	\$80.63	\$82.24	\$83.88	\$85.56
132-51	Cyber IT Specialist I	\$104.41	\$106.50	\$108.63	\$110.80	\$113.02
132-51	Cyber IT Specialist II	\$146.03	\$148.95	\$151.93	\$154.96	\$158.06
132-51	Advanced Technologies Expert	\$214.10	\$218.38	\$222.75	\$227.20	\$231.75
132-51	Subject Matter Expert	\$126.40	\$128.93	\$131.51	\$134.14	\$136.82
132-51	Technical Lead	\$75.37	\$76.88	\$78.41	\$79.98	\$81.58
132-51	System Administrator Lead	\$58.89	\$60.07	\$61.27	\$62.49	\$63.74
132-51	Systems Administrator IV	\$65.83	\$67.14	\$68.49	\$69.86	\$71.25
132-51	Systems Administrator III	\$54.60	\$55.69	\$56.80	\$57.94	\$59.10
132-51	Systems Test Engineer IV	\$69.39	\$70.78	\$72.20	\$73.64	\$75.11
132-51	Systems Architect III	\$102.47	\$104.52	\$106.61	\$108.74	\$110.92
132-51	Systems Training Specialist	\$45.46	\$46.37	\$47.30	\$48.25	\$49.21
132-51	IT Associate IV	\$93.10	\$94.96	\$96.86	\$98.79	\$100.77
132-51	IT Associate III	\$76.94	\$78.48	\$80.05	\$81.65	\$83.28
132-51	IT Associate II	\$52.55	\$53.60	\$54.67	\$55.77	\$56.88
132-51	Engineer IV	\$83.95	\$85.63	\$87.35	\$89.09	\$90.87
132-51	Software Engineer IV	\$101.58	\$103.61	\$105.68	\$107.80	\$109.95
132-51	Software Designer III	\$152.10	\$155.14	\$158.25	\$161.41	\$164.64
132-51	Network Analyst IV	\$52.81	\$53.87	\$54.95	\$56.05	\$57.17
132-51	Network Analyst III	\$45.49	\$46.40	\$47.33	\$48.28	\$49.24
132-51	Network Analyst II	\$32.97	\$33.63	\$34.30	\$34.99	\$35.69
132-51	Network Analyst I	\$27.82	\$28.37	\$28.94	\$29.52	\$30.11
132-51	Network Engineer III	\$75.37	\$76.88	\$78.41	\$79.98	\$81.58
132-51	Network Administrator IV	\$71.88	\$73.32	\$74.79	\$76.28	\$77.81
132-51	Network Administrator III	\$67.22	\$68.56	\$69.93	\$71.33	\$72.76
132-51	Helpdesk Administrator II	\$42.43	\$43.28	\$44.14	\$45.02	\$45.92
132-51	Helpdesk Administrator I	\$29.76	\$30.35	\$30.96	\$31.58	\$32.21
132-51	Task Manager I		\$77.98	\$79.54	\$81.13	\$82.75
132-51	Task Manager II		\$90.74	\$92.56	\$94.41	\$96.30
132-51	Task Manager III		\$92.55	\$94.40	\$96.29	\$98.21
132-51	Technical Manager I		\$69.98	\$71.38	\$72.81	\$74.26
132-51	Technical Manager II		\$80.26	\$81.86	\$83.50	\$85.17
132-51	Technical Manager III		\$91.62	\$93.45	\$95.32	\$97.22
132-51	Expert Consultant I		\$90.04	\$91.84	\$93.68	\$95.55
132-51	Expert Consultant II		\$112.56	\$114.81	\$117.10	\$119.44
132-51	Expert Consultant III		\$137.02	\$139.76	\$142.56	\$145.41



132-51	Expert Consultant IV		\$146.82	\$149.76	\$152.75	\$155.81
132-51	Expert Consultant V		\$156.61	\$159.74	\$162.94	\$166.19
132-51	Expert Consultant VI		\$166.39	\$169.72	\$173.11	\$176.57
132-51	Principal Technical Specialist		\$99.57	\$101.56	\$103.59	\$105.67
132-51	Senior Technical Specialist		\$91.77	\$93.61	\$95.48	\$97.39
132-51	Technical Specialist		\$84.74	\$86.43	\$88.16	\$89.92
132-51	IT Project Administrator II		\$52.72	\$53.77	\$54.85	\$55.94
132-51	IT Project Administrator I		\$39.54	\$40.33	\$41.13	\$41.96
132-51	Computer Security Specialist I		\$68.55	\$69.92	\$71.32	\$72.75
132-51	Computer Security Specialist II		\$82.26	\$83.90	\$85.58	\$87.29
132-51	Computer Security Specialist III		\$98.71	\$100.68	\$102.70	\$104.75
132-51	Computer Security Specialist IV		\$118.45	\$120.82	\$123.24	\$125.70
132-51	Systems Engineer III		\$83.91	\$85.59	\$87.30	\$89.05
132-51	Systems Engineer II		\$68.81	\$70.19	\$71.59	\$73.03
132-51	Systems Engineer I		\$57.07	\$58.21	\$59.37	\$60.56
132-51	Senior Systems Analyst		\$72.55	\$74.00	\$75.48	\$76.99
132-51	Systems Analyst		\$67.58	\$68.93	\$70.31	\$71.72
132-51	Senior Systems Developer		\$91.82	\$93.66	\$95.53	\$97.44
132-51	Systems Developer		\$83.10	\$84.76	\$86.46	\$88.19
132-51	Webmaster		\$70.64	\$72.05	\$73.49	\$74.96
132-51	Senior Systems Programmer		\$75.47	\$76.98	\$78.52	\$80.09
132-51	Systems Programmer		\$70.53	\$71.94	\$73.38	\$74.85
132-51	Senior Programmer/Analyst		\$87.52	\$89.27	\$91.06	\$92.88
132-51	Programmer/Analyst		\$75.35	\$76.86	\$78.39	\$79.96
132-51	Senior Integration & Test Engineer		\$91.82	\$93.66	\$95.53	\$97.44
132-51	Integration & Test Engineer		\$80.70	\$82.31	\$83.96	\$85.64
132-51	Senior Configuration/Data Management Analyst		\$87.67	\$89.42	\$91.21	\$93.03
132-51	Configuration/Data Management Analyst		\$75.61	\$77.13	\$78.67	\$80.24
132-51	Senior Computer Specialist		\$73.54	\$75.01	\$76.51	\$78.04
132-51	Computer Specialist		\$63.35	\$64.61	\$65.91	\$67.22
132-51	Software Engineer		\$93.59	\$95.46	\$97.37	\$99.31
132-51	Senior Quality Assurance Analyst		\$86.73	\$88.46	\$90.23	\$92.03
132-51	Quality Assurance Analyst		\$77.84	\$79.40	\$80.98	\$82.60
132-51	Senior Database Analyst		\$89.14	\$90.92	\$92.74	\$94.59
132-51	Database Analyst		\$82.91	\$84.56	\$86.25	\$87.98
132-51	Database Administrator I		\$48.43	\$49.40	\$50.39	\$51.40
132-51	Database Administrator II		\$57.47	\$58.62	\$59.79	\$60.99
132-51	Database Administrator III		\$82.14	\$83.78	\$85.46	\$87.17
132-51	Database Administrator IV		\$95.08	\$96.99	\$98.93	\$100.90
132-51	Technical Writer I		\$35.98	\$36.70	\$37.43	\$38.18
132-51	Technical Writer II		\$40.03	\$40.83	\$41.64	\$42.48
132-51	Technical Writer III		\$55.14	\$56.24	\$57.36	\$58.51



132-51	Technical Writer IV		\$63.25	\$64.51	\$65.80	\$67.12
132-51	Senior Data Technician		\$45.62	\$46.53	\$47.46	\$48.41
132-51	Data Technician		\$38.66	\$39.43	\$40.22	\$41.02
132-51	Senior Program Management Technologist		\$124.29	\$126.78	\$129.32	\$131.90
132-51	Program Management Technologist		\$115.63	\$117.94	\$120.30	\$122.71
132-51	Senior Program Management Specialist		\$96.54	\$98.48	\$100.44	\$102.45
132-51	Program Management Specialist		\$90.64	\$92.45	\$94.30	\$96.18
132-51	Senior Information Management Technologist		\$86.53	\$88.26	\$90.03	\$91.83
132-51	Information Management Technologist		\$78.91	\$80.49	\$82.10	\$83.74
132-51	Senior Management Analyst		\$93.96	\$95.84	\$97.75	\$99.71
132-51	Management Analyst		\$80.75	\$82.36	\$84.01	\$85.69
132-51	Senior Cost Analyst**		\$72.12	\$73.56	\$75.03	\$76.53
132-51	Cost Analyst**		\$56.29	\$57.42	\$58.57	\$59.74
132-51	Senior Telecommunications Engineer		\$87.57	\$89.32	\$91.11	\$92.93
132-51	Telecommunications Engineer		\$81.80	\$83.43	\$85.10	\$86.80
132-51	Communications Specialist I		\$41.07	\$41.89	\$42.72	\$43.58
132-51	Communications Specialist II		\$52.52	\$53.57	\$54.64	\$55.73
132-51	Communications Specialist III		\$55.00	\$56.10	\$57.22	\$58.37
132-51	Communications Specialist IV		\$62.40	\$63.64	\$64.92	\$66.22
132-51	Senior Network Engineer		\$85.97	\$87.69	\$89.45	\$91.23
132-51	Senior Network Analyst		\$85.97	\$87.69	\$89.45	\$91.23
132-51	Network Analyst		\$81.90	\$83.53	\$85.20	\$86.91
132-51	Senior Network Specialist		\$70.54	\$71.95	\$73.39	\$74.86
132-51	Network Specialist		\$68.59	\$69.96	\$71.36	\$72.79
132-51	Senior Network Administrator		\$72.08	\$73.52	\$74.99	\$76.49
132-51	Mid-level Network Administrator		\$63.45	\$64.71	\$66.01	\$67.33
132-51	Network Administrator		\$57.41	\$58.56	\$59.73	\$60.92
132-51	Mid-level Customer Service Technician		\$68.14	\$69.50	\$70.89	\$72.31
132-51	Customer Service Technician		\$54.77	\$55.87	\$56.99	\$58.13
132-51	Technical Administrator		\$55.07	\$56.17	\$57.29	\$58.44
132-51	Senior Technical Assistant		\$52.66	\$53.71	\$54.78	\$55.88
132-51	Mid-level Technical Assistant		\$47.64	\$48.59	\$49.56	\$50.56
132-51	Technical Assistant		\$41.17	\$42.00	\$42.84	\$43.69
132-51	Administrative Specialist I**		\$24.26	\$24.74	\$25.24	\$25.74
132-51	Administrative Specialist II**		\$26.48	\$27.01	\$27.55	\$28.10
132-51	Administrative Specialist III**		\$30.55	\$31.16	\$31.79	\$32.42
132-51	Administrative Specialist IV**		\$39.00	\$39.78	\$40.57	\$41.38
132-51	Graphics Designer I		\$43.69	\$44.57	\$45.46	\$46.37
132-51	Graphics Designer II		\$56.76	\$57.90	\$59.06	\$60.24
132-51	Graphics Designer III		\$61.91	\$63.14	\$64.41	\$65.70
132-51	Graphics Designer IV		\$70.36	\$71.77	\$73.21	\$74.67
132-51	Content Manager		\$54.13	\$55.21	\$56.31	\$57.44

132-51	Multimedia Developer		\$58.77	\$59.95	\$61.15	\$62.37
132-51	Support Logistician**		\$88.07	\$89.83	\$91.63	\$93.46
132-51	Telephone Technician**		\$88.78	\$90.56	\$92.37	\$94.22
132-51	Knowledge Manager, Process Mapping & SharePoint Content Manager		\$96.22	\$98.15	\$100.11	\$102.11
132-51	SharePoint Developer		\$104.47	\$106.56	\$108.69	\$110.87
132-51	SharePoint Site Manager/Developer		\$107.62	\$109.77	\$111.96	\$114.20
132-51	System Administrator V		\$73.82	\$75.30	\$76.80	\$78.34
132-51	Network Engineer IV		\$87.97	\$89.73	\$91.52	\$93.36
132-51	Information Technology Specialist		\$83.02	\$84.68	\$86.38	\$88.10
132-51	Systems Administrator Interface		\$88.82	\$90.60	\$92.41	\$94.26
132-51	Data Management Analyst III				\$82.66	\$84.31
132-51	Data Management Analyst I				\$66.87	\$68.21
132-51	Senior Test Engineer				\$88.17	\$89.93
132-51	Systems Architect V				\$128.58	\$131.15
132-51	Logistics Specialist				\$63.45	\$64.71

Note:

1. Annual Escalation for new labor categories is 2%
2. Chenega Technical Innovations' Price Schedule rate support both on-site and off-site performance.
3. Labor categories show on the price list that contain "**" are considered support positions and can only be proposed in addition to main support roles. These position are not allowed to be proposed individually.

**USA COMMITMENT TO PROMOTE SMALL BUSINESS PARTICIPATION
PROCUREMENT PROGRAMS**

PREAMBLE

(Name of Company) provides commercial products and services to ordering activities. We are committed to promoting participation of small, small disadvantaged and women-owned small businesses in our contracts. We pledge to provide opportunities to the small business community through reselling opportunities, mentor-protégé programs, joint ventures, teaming arrangements, and subcontracting.

COMMITMENT

To actively seek and partner with small businesses.

To identify, qualify, mentor and develop small, small disadvantaged and women-owned small businesses by purchasing from these businesses whenever practical.

To develop and promote company policy initiatives that demonstrate our support for awarding contracts and subcontracts to small business concerns.

To undertake significant efforts to determine the potential of small, small disadvantaged and women-owned small business to supply products and services to our company.

To insure procurement opportunities are designed to permit the maximum possible participation of small, small disadvantaged, and women-owned small businesses.

To attend business opportunity workshops, minority business enterprise seminars, trade fairs, procurement conferences, etc., to identify and increase small businesses with whom to partner.

To publicize in our marketing publications our interest in meeting small businesses that may be interested in subcontracting opportunities.

We signify our commitment to work in partnership with small, small disadvantaged and women-owned small businesses to promote and increase their participation in ordering activity contracts. To accelerate potential opportunities please contact

Yohan Gipson

Phone: (703) 493-9880 / Fax: (703) 493-9881)

email: Yohan.Gipson@chenega.com



**BLANKET PURCHASE AGREEMENT
FEDERAL SUPPLY SCHEDULE**

(Insert Customer Name)

In the spirit of the Federal Acquisition Streamlining Act (ordering activity) and (Contractor) enter into a cooperative agreement to further reduce the administrative costs of acquiring commercial items from the General Services Administration (GSA) Federal Supply Schedule Contract(s) _____.

Federal Supply Schedule contract BPAs eliminate contracting and open market costs such as: search for sources; the development of technical documents, solicitations and the evaluation of offers. Teaming Arrangements are permitted with Federal Supply Schedule Contractors in accordance with Federal Acquisition Regulation (FAR) 9.6.

This BPA will further decrease costs, reduce paperwork, and save time by eliminating the need for repetitive, individual purchases from the schedule contract. The end result is to create a purchasing mechanism for the ordering activity that works better and costs less.

Signatures

Ordering Activity Date _____ Contractor Date _____

BLANKET PURCHASE AGREEMENT

Pursuant to GSA Federal Supply Schedule Contract Number(s) _____, Blanket Purchase Agreements, the Contractor agrees to the following terms of a Blanket Purchase Agreement (BPA) EXCLUSIVELY WITH (ordering activity):

(1)The following contract items can be ordered under this BPA. All orders placed against this BPA are subject to the terms and conditions of the contract, except as noted below:

MODEL NUMBER/PART NUMBER	*SPECIAL BPA DISCOUNT/PRICE
_____	_____
_____	_____

(2)Delivery:

DESTINATION	DELIVERY SCHEDULES / DATES
_____	_____
_____	_____

(3)The ordering activity estimates, but does not guarantee, that the volume of purchases through this agreement will be _____.

(4)This BPA does not obligate any funds.

(5) This BPA expires on _____ or at the end of the contract period, whichever is earlier.

(6) The following office(s) is hereby authorized to place orders under this BPA:

OFFICE POINT OF CONTACT

(7) Orders will be placed against this BPA via Electronic Data Interchange (EDI), FAX, or paper.

(8) Unless otherwise agreed to, all deliveries under this BPA must be accompanied by delivery tickets or sales slips that must contain the following information as a minimum:

- (a) Name of Contractor;
- (b) Contract Number;
- (c) BPA Number;
- (d) Model Number or National Stock Number (NSN);
- (e) Purchase Order Number;
- (f) Date of Purchase;
- (g) Quantity, Unit Price, and Extension of Each Item (unit prices and extensions need not be shown when incompatible with the use of automated systems; provided, that the invoice is itemized to show the information); and
- (h) Date of Shipment.

(9) The requirements of a proper invoice are specified in the Federal Supply Schedule contract. Invoices will be submitted to the address specified within the purchase order transmission issued against this BPA.

(10) The terms and conditions included in this BPA apply to all purchases made pursuant to it. In the event of an inconsistency between the provisions of this BPA and the Contractor's invoice, the provisions of this BPA will take precedence.

BASIC GUIDELINES FOR USING “CONTRACTOR TEAM ARRANGEMENTS”

Federal Supply Schedule Contractors may use “Contractor Team Arrangements” (see FAR 9.6) to provide solutions when responding to a ordering activity requirements.

These Team Arrangements can be included under a Blanket Purchase Agreement (BPA). BPAs are permitted under all Federal Supply Schedule contracts.

Orders under a Team Arrangement are subject to terms and conditions of the Federal Supply Schedule Contract.

Participation in a Team Arrangement is limited to Federal Supply Schedule Contractors.

Customers should refer to FAR 9.6 for specific details on Team Arrangements.

Here is a general outline on how it works:

- The customer identifies their requirements.
- Federal Supply Schedule Contractors may individually meet the customer's needs, or -
- Federal Supply Schedule Contractors may individually submit a Schedules “Team Solution” to meet the customer’s requirement.
- Customers make a best value selection.