

1423 East 29<sup>th</sup> St, Suite 317 Tacoma Washington 98404

## **Security Management and Integration Company**

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

Special Item No. 132-51 Information Technology Professional Services

### **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

**Security Management & Integration Company**

**1423 East 29<sup>th</sup> Street**

**Tacoma, Washington 98404**

**Phone : 859-372-6618**

**Fax : 859-372-6613**

[www.dcid63.com](http://www.dcid63.com)

1423 East 29<sup>th</sup> St, Suite 317 Tacoma Washington 98404

Contract Number:

Period Covered by Contract:

General Services Administration  
Federal Acquisition Service

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](http://www.gsaadvantage.gov)). The catalogs/pricelists, GSA Advantage!™ and the Federal Acquisition Service Home Page ([www.gsa.gov/fas](http://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:

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

1423 East 29<sup>th</sup> St, Suite 317 Tacoma Washington 98404

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

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

---

---

**2. CONTRACTOR'S ORDERING ADDRESS AND PAYMENT INFORMATION:**

**Security Management & Integration Company**

1423 East 29<sup>th</sup> Street  
Tacoma, Washington 98404

**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: 859-372-6618**

When Authorized Dealers are allowed by the Contractor to bill ordering activities and accept payment, the order and/or payment must be in the name of the Contractor, in care of the Authorized Dealer.

**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: **198540242**\_\_\_\_\_

Block 30: Type of Contractor:   B  \_\_\_\_\_

- A. Small Disadvantaged Business  
B. Other Small Business

1423 East 29<sup>th</sup> St, Suite 317 Tacoma Washington 98404

- C. Large Business
- G. Other Nonprofit Organization
- L. Foreign Contractor

Block 31: Woman-Owned Small Business - \_\_\_no\_\_\_ **\*\*Yes or No\*\***

Block 37: Contractor's Taxpayer Identification Number (TIN): **562512017**

Block 40: Veteran Owned Small Business (VOSB): \_\_\_Yes\_\_\_

- A: Service Disabled Veteran Owned Small Business
- B: Other Veteran Owned Small Business

4a. CAGE Code: **39MP3**

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

**5. FOB DESTINATION**

**6. DELIVERY SCHEDULE**

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

SPECIAL ITEM NUMBER	DELIVERY TIME (Days ARO)
_132-51_____	_10___ Days
_____	_____ 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.

c. i. SIN 132-54 and SIN 132-55, **ACCELERATED SERVICE DELIVERY** (7 calendar days or less): the time required for COMSATCOM services to be available after order award. Under Accelerated Service Task Orders, service acceptance testing, unless otherwise required by the satellite provider or host nation, shall be deferred until Ordering Activity operations permit.

ii. SIN 132-54 and SIN 132-55, **TIME-CRITICAL DELIVERY** (4 hours or less): the time required for COMSATCOM services to be available after order award. Under Time-Critical Task Orders, service acceptance testing unless otherwise required by the satellite provider or host nation shall be deferred until Ordering Activity operations permit. Time-Critical Delivery shall be predicated on the availability of COMSATCOM transponded capacity (contracted bandwidth and power, pre-arranged Host Nation Agreements, frequency clearance) or COMSATCOM subscription services (bandwidth, terminals, network resources, etc.).

iii. For SIN 132-54 and SIN 132-55, **EXTENDED SERVICE DELIVERY TIMES:** the time required under extenuating circumstances for COMSATCOM services to be available after order award. Such extenuating circumstances may include extended time required for host nation agreements or landing rights, or other time intensive service delivery requirements as defined in the individual requirement. Any such extended delivery times will be negotiated between the Ordering Activity and Contractor.

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

1423 East 29<sup>th</sup> St, Suite 317 Tacoma Washington 98404

- a. Prompt Payment: 1%-7 Days
- b. Quantity: None, additional discounts may be negotiated with the ordering activity for orders exceeding the maximum order established.
- c. Dollar Volume; Discount from list prices or statement of net price. A "Spot Reduction Discount" may be negotiated for orders over the maximum order value.
- d. Government Educational Institutions – Offered same discount as other Government Customers.
- e. Other - NONE

**8. TRADE AGREEMENTS ACT OF 1979, as amended:**

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

**9. STATEMENT CONCERNING AVAILABILITY OF EXPORT PACKING:**

**10. Small Requirements:** The Minimum/General Experience dollar value of orders to be issued is \$\_100.00\_\_\_\_\_.

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

- a. The Maximum Order value for the following Special Item Numbers (SINs) is \$500,000:

Special Item Number 132-51 - Information Technology 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.

1423 East 29<sup>th</sup> St, Suite 317 Tacoma Washington 98404

**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.**

1423 East 29<sup>th</sup> St, Suite 317 Tacoma Washington 98404

- (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));



1423 East 29<sup>th</sup> St, Suite 317 Tacoma Washington 98404

- (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



1423 East 29<sup>th</sup> St, Suite 317 Tacoma Washington 98404

(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 \_\_\_\_\_

No   X  

The offeror is required to submit with its offer a designated area on its website that outlines the Voluntary Product Accessibility Template (VPAT) or equivalent qualification, which ultimately becomes the Government Product Accessibility Template (GPAT). Section 508 compliance information on the supplies and services in this contract are available at the following website address (URL): [www.dcid63.com](http://www.dcid63.com)

### 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.

1423 East 29<sup>th</sup> St, Suite 317 Tacoma Washington 98404

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/General Experience 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.

1.1.1.1 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)

1423 East 29<sup>th</sup> St, Suite 317 Tacoma Washington 98404

### **1.1.2 TERMS AND CONDITIONS APPLICABLE TO INFORMATION TECHNOLOGY (IT) PROFESSIONAL SERVICES (SPECIAL ITEM NUMBER 132-51) AND IDENTITY ACCESS MANAGEMENT PROFESSIONAL SERVICES**

#### **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.

1423 East 29<sup>th</sup> St, Suite 317 Tacoma Washington 98404

### 1.1.2.1 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

1423 East 29<sup>th</sup> St, Suite 317 Tacoma Washington 98404

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.

1423 East 29<sup>th</sup> St, Suite 317 Tacoma Washington 98404

**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**

**GSA PRICING GOVERNMENT SITE**

Line #	Proposed Labor Category Title	GSA PRICE GOVERNMENT SITE
1	Counterspace Intelligence Analyst, Senior	\$125.92
2	Counterspace Intelligence Analyst, Mid	\$107.84
3	Counterspace Intelligence Analyst, Junior	\$97.42
4	Senior Advisor	\$125.92
5	Mid-level Advisor	\$105.50
6	Junior Advisor	\$99.45
7	Project Control Analyst	\$98.35
8	Program Manager	\$146.96
9	IT Analyst I (TS/SCI)	\$49.43
10	IT Analyst II-IAT II (TS/SCI)	\$51.54
11	IT Analyst III (TS/SCI)	\$53.88
12	IT Analyst III-IAT II (TS/SCI)	\$54.39
13	Management Analyst II TS SCI	\$57.48
14	Management Analyst II TS SCI-IAT II	\$62.82
15	Subject Matter Expert I TSC SCI -IAT I	\$68.17
16	Subject Matter Expert II TS SCI-IAT II	\$98.27
17	Subject Matter Expert II TSC SCI-IAT I	\$82.35
18	Subject Matter Expert III TS SCI-IAT III	\$130.40
19	Computer Systems/Network Engineer II	\$55.65
20	Database Administrator I	\$54.52
21	Database Administrator III	\$69.31
22	Database Administrator IV	\$76.19
23	Database Administrator V	\$85.32

1423 East 29<sup>th</sup> St, Suite 317 Tacoma Washington 98404

Line #	Proposed Labor Category Title	GSA PRICE GOVERNMENT SITE
24	Management Analyst I	\$48.51
25	Management Analyst II	\$56.01
26	Project Manager II	\$91.88
27	Project Manager III	\$105.80
28	Security Systems Engineer I	\$49.18
29	Strategic Planning Analyst III	\$72.77
30	Subject Matter Expert I	\$67.53
31	Subject Matter Expert II	\$76.08
32	Webmaster	\$65.87
33	IT Analyst I TS-IAT I	\$48.51
34	IT Analyst II TS-IAT II	\$50.82
35	IT Analyst III TS-IAT III	\$59.21
36	Computer Systems/Network Engineer II TS SCI TK-IAT II	\$57.24
37	Database Administrator I TS SCI TK-IAT I	\$55.65
38	Database Administrator III TS SCI TK-IAT 1	\$71.72
39	Database Administrator IV TS SCI TK-IAT 1	\$78.48
40	Management Analyst I TS SCI TK	\$49.43
41	Project Manager II TS SCI TK	\$95.93
42	Project Manager III	\$107.30
43	Security Systems Engineer I-IAT I TS SCI TK	\$49.58
44	Security Systems Engineer II TS SCI TK-IAT II	\$54.52
45	Strategic Planning Analyst III TS SCI TK	\$74.67
46	Subject Matter Expert I TSC SCI TK	\$67.25
47	Subject Matter Expert II TS SCI TK	\$81.96
48	Webmaster-IAT I TS SCI TK	\$68.34
49	Webmaster-IAT II TS SCI TK	\$69.31
50	Jr Ed & Training Spec	\$58.50
51	Computer Network Operation Analyst	\$99.45
52	Computer Network Operation Intelligence Analyst	\$89.22
53	Config Mgmt Analyst	\$109.28
54	Cultural Analyst	\$74.43
55	Database Manager	\$91.53
56	Information Technology Forensics	\$115.22
57	Intelligence Analyst	\$97.42
58	Inter EW Engr	\$107.98



1423 East 29<sup>th</sup> St, Suite 317 Tacoma Washington 98404

Line #	Proposed Labor Category Title	GSA PRICE GOVERNMENT SITE
59	Jr Software Engineer	\$98.25
60	Jr. EW Engineer	\$88.70
61	Linguistic Analyst	\$77.93
62	Management Analyst	\$62.19
63	Open Source Analyst	\$72.90
64	Operations Analyst	\$78.92
65	OPSEC Analyst	\$67.64
66	Principal Analyst	\$99.24
67	Program Director	\$89.69
68	Program Manager	\$116.62
69	Program Control	\$88.06
70	Project Manager	\$78.89
71	Quality Assurance Spec	\$90.58
72	Requirements Analyst	\$75.45
73	Senior Scientist	\$125.92
74	Security Manager	\$84.17
75	Software Engineer	\$107.95
76	Sr Software Engineer	\$122.91
77	Sr Systems Engineer- Data Services	\$103.88
78	Sr. Admin Assist.	\$62.46
79	Sr. Applications Engineer	\$133.56
80	Sr. Artist	\$72.40
81	Sr. CNO Analyst	\$105.50
82	Sr. CNO Intel Analyst	\$90.93
83	Sr. Database Manager	\$93.84
84	Sr. Ed & Training Specialist	\$114.63
85	Sr. EW Engineer	\$92.66
86	Sr. IA Analyst	\$97.42
87	Sr. Information Technology Forensics	\$115.22
88	Sr. Intel Analyst	\$107.84
89	Sr. IO Planner	\$96.35
90	Sr. Knowledge Manager	\$85.64
91	Sr. Network Computer Security Consultant	\$117.11
92	Sr. Network Security and Computer Threat Analyst	\$147.87
93	Sr. Open source Analyst	\$62.19

**1423 East 29<sup>th</sup> St, Suite 317 Tacoma Washington 98404**

<b>Line #</b>	<b>Proposed Labor Category Title</b>	<b>GSA PRICE GOVERNMENT SITE</b>
94	Sr. Operations Analyst	\$95.84
95	Sr. Programmer Analyst	\$117.03
96	Sr. Storage Area Network SAN Admin	\$130.51
97	Sr. Systems Administrator	\$92.73
98	Senior System Engineer-Networks	\$98.90
99	Systems Engineer-Networks	\$100.93
100	Vulnerability Assessment Analyst	\$85.64
101	Principal Investigator	\$109.96
102	Senior Licensed Penetration Tester	\$147.68
103	Sr Surveillance Technicians	\$107.84
104	Sr. Technical Security Countermeasure Officer	\$90.93
105	Senior Force Protection Specialist	\$97.21
106	SME Cross Domain Solution	\$99.24
107	Family Support Discovery Center Manager/Coordinator	\$48.51
108	Test Administrator	\$49.43
109	Relocation and Transition Assistance Coordinator	\$49.58
110	Principal Engineer	\$133.56
111	Principal Infosec Analyst	\$117.11
112	Security Systems Analyst	\$90.93

**GSA PRICE Non-Government Site**

<b>Line #</b>	<b>Proposed Labor Category Title</b>	<b>GSA PRICE NON-GOVERNMENT SITE</b>
1	Counterspace Intelligence Analyst, Senior	\$142.39
2	Counterspace Intelligence Analyst, Mid	\$124.31
3	Counterspace Intelligence Analyst, Junior	\$113.89
4	Senior Advisor	\$142.39
5	Mid-level Advisor	\$121.97
6	Junior Advisor	\$115.92
7	Project Control Analyst	\$114.82
8	Program Manager	\$163.43
9	IT Analyst I (TS/SCI)	\$65.90
10	IT Analyst II-IAT II (TS/SCI)	\$68.01
11	IT Analyst III (TS/SCI)	\$70.35
12	IT Analyst III-IAT II (TS/SCI)	\$70.86

1423 East 29<sup>th</sup> St, Suite 317 Tacoma Washington 98404

Line #	Proposed Labor Category Title	GSA PRICE NON-GOVERNMENT SITE
13	Management Analyst II TS SCI	\$73.95
14	Management Analyst II TS SCI-IAT II	\$79.29
15	Subject Matter Expert I TSC SCI -IAT I	\$84.64
16	Subject Matter Expert II TS SCI-IAT II	\$114.74
17	Subject Matter Expert II TSC SCI-IAT I	\$98.82
18	Subject Matter Expert III TS SCI-IAT III	\$146.87
19	Computer Systems/Network Engineer II	\$72.12
20	Database Administrator I	\$70.99
21	Database Administrator III	\$85.78
22	Database Administrator IV	\$92.66
23	Database Administrator V	\$101.79
24	Management Analyst I	\$64.98
25	Management Analyst II	\$72.48
26	Project Manager II	\$108.35
27	Project Manager III	\$122.27
28	Security Systems Engineer I	\$65.65
29	Strategic Planning Analyst III	\$89.24
30	Subject Matter Expert I	\$84.00
31	Subject Matter Expert II	\$92.55
32	Webmaster	\$82.34
33	IT Analyst I TS-IAT I	\$64.98
34	IT Analyst II TS-IAT II	\$67.29
35	IT Analyst III TS-IAT III	\$75.68
36	Computer Systems/Network Engineer II TS SCI TK-IAT II	\$73.71
37	Database Administrator I TS SCI TK-IAT I	\$72.12
38	Database Administrator III TS SCI TK-IAT 1	\$88.19
39	Database Administrator IV TS SCI TK-IAT 1	\$94.95
40	Management Analyst I TS SCI TK	\$65.90
41	Project Manager II TS SCI TK	\$112.40
42	Project Manager III	\$123.77
43	Security Systems Engineer I-IAT I TS SCI TK	\$66.05
44	Security Systems Engineer II TS SCI TK-IAT II	\$70.99
45	Strategic Planning Analyst III TS SCI TK	\$91.14
46	Subject Matter Expert I TSC SCI TK	\$83.72
47	Subject Matter Expert II TS SCI TK	\$98.43

1423 East 29<sup>th</sup> St, Suite 317 Tacoma Washington 98404

<b>Line #</b>	<b>Proposed Labor Category Title</b>	<b>GSA PRICE NON-GOVERNMENT SITE</b>
48	Webmaster-IAT I TS SCI TK	\$84.81
49	Webmaster-IAT II TS SCI TK	\$85.78
50	Jr Ed & Training Spec	\$74.97
51	Computer Network Operation Analyst	\$115.92
52	Computer Network Operation Intelligence Analyst	\$105.69
53	Config Mgmt Analyst	\$125.75
54	Cultural Analyst	\$90.90
55	Database Manager	\$108.00
56	Information Technology Forensics	\$131.69
57	Intelligence Analyst	\$113.89
58	Inter EW Engr	\$124.45
59	Jr Software Engineer	\$114.72
60	Jr. EW Engineer	\$105.17
61	Linguistic Analyst	\$94.40
62	Management Analyst	\$78.66
63	Open Source Analyst	\$89.37
64	Operations Analyst	\$95.39
65	OPSEC Analyst	\$84.11
66	Principal Analyst	\$115.71
67	Program Director	\$106.16
68	Program Manager	\$133.09
69	Program Control	\$104.53
70	Project Manager	\$96.97
71	Quality Assurance Spec	\$107.05
72	Requirements Analyst	\$91.92
73	Senior Scientist	\$142.39
74	Security Manager	\$102.36
75	Software Engineer	\$124.42
76	Sr Software Engineer	\$139.38
77	Sr Systems Engineer- Data Services	\$120.35
78	Sr. Admin Assist.	\$78.93
79	Sr. Applications Engineer	\$150.03
80	Sr. Artist	\$88.87
81	Sr. CNO Analyst	\$121.97
82	Sr. CNO Intel Analyst	\$107.40

1423 East 29<sup>th</sup> St, Suite 317 Tacoma Washington 98404

Line #	Proposed Labor Category Title	GSA PRICE NON-GOVERNMENT SITE
83	Sr. Database Manager	\$110.31
84	Sr. Ed & Training Specialist	\$131.10
85	Sr. EW Engineer	\$109.13
86	Sr. IA Analyst	\$113.89
87	Sr. Information Technology Forensics	\$131.69
88	Sr. Intel Analyst	\$124.31
89	Sr. IO Planner	\$112.82
90	Sr. Knowledge Manager	\$102.11
91	Sr. Network Computer Security Consultant	\$133.58
92	Sr. Network Security and Computer Threat Analyst	\$164.34
93	Sr. Open source Analyst	\$78.66
94	Sr. Operations Analyst	\$112.31
95	Sr. Programmer Analyst	\$133.50
96	Sr. Storage Area Network SAN Admin	\$146.98
97	Sr. Systems Administrator	\$109.20
98	Senior System Engineer-Networks	\$115.37
99	Systems Engineer-Networks	\$117.40
100	Vulnerability Assessment Analyst	\$102.11
101	Principal Investigator	\$128.67
102	Senior Licensed Penetration Tester	\$167.16
103	Sr Surveillance Technicians	\$126.51
104	Sr. Technical Security Countermeasure Officer	\$109.26
105	Senior Force Protection Specialist	\$115.66
106	SME Cross Domain Solution	\$117.74
107	Family Support Discovery Center Manager/Coordinator	\$65.97
108	Test Administrator	\$66.91
109	Relocation and Transition Assistance Coordinator	\$67.06
110	Principal Engineer	\$150.03
111	Principal Infosec Analyst	\$133.58
112	Security Systems Analyst	\$109.26

## LABOR CATEGORY DESCRIPTIONS

### 1. Counterspace Intelligence Analyst, Senior:

Minimum/General Experience: Seven years' of experience with all-source counterspace intelligence analysis, Provide comprehensive counterspace all-source intelligence reports, finished intelligence

---

1423 East 29<sup>th</sup> St, Suite 317 Tacoma Washington 98404

products and reports, and intelligence and operational data necessary for the client to fulfill its intelligence analysis, production, and dissemination responsibilities. Analyze intelligence data from intelligence sources, including SIGINT, IMINT, MASINT, HUMINT, open sources, and foreign materiel exploitation to assess the characteristics, performance, and vulnerabilities of foreign and non-government organization space and counterspace systems.

**Functional Responsibility:** Assist with the production of various intelligence products and provide analytical support to senior leaders. Develop and present all-source briefings to the client, Combatant Commanders, and other senior defense officials and prepare, produce, and disseminate intelligence products, including briefings, studies, estimates, forecasts, and assessments.

**Minimum Education:** HS diploma or GED required.

## **2. Counterspace Intelligence Analyst, Mid :**

**Minimum/General Experience:** Five years' of experience with all-source counterspace intelligence analysis, Provide comprehensive counterspace all-source intelligence reports, finished intelligence products and reports, and intelligence and operational data necessary for the client to fulfill its intelligence analysis, production, and dissemination responsibilities. Analyze intelligence data from intelligence sources, including SIGINT, IMINT, MASINT, HUMINT, open sources, and foreign materiel exploitation to assess the characteristics, performance, and vulnerabilities of foreign and non-government organization space and counterspace systems.

**Functional Responsibility:** Assist with the production of various intelligence products and provide analytical support to senior leaders. Develop and present all-source briefings to the client, Combatant Commanders, and other senior defense officials and prepare, produce, and disseminate intelligence products, including briefings, studies, estimates, forecasts, and assessments.

**Minimum Education:** HS diploma or GED required.

## **3. Counterspace Intelligence Analyst, Junior :**

**Minimum/General Experience:** Three years' of experience with all-source counterspace intelligence analysis, Provide comprehensive counterspace all-source intelligence reports, finished intelligence products and reports, and intelligence and operational data necessary for the client to fulfill its intelligence analysis, production, and dissemination responsibilities. Analyze intelligence data from intelligence sources, including SIGINT, IMINT, MASINT, HUMINT, open sources, and foreign materiel exploitation to assess the characteristics, performance, and vulnerabilities of foreign and non-government organization space and counterspace systems.

**Functional Responsibility:** Assist with the production of various intelligence products and provide analytical support to senior leaders. Develop and present all-source briefings to the client, Combatant Commanders, and other senior defense officials and prepare, produce, and disseminate intelligence products, including briefings, studies, estimates, forecasts, and assessments.

**Minimum Education:** HS diploma or GED required.

## **4. Senior Advisor:**

**Minimum/General Experience:** For senior advisor positions include, or Twelve or more years' relevant experience in specific field of knowledge. Due to the level of security and compartmentalization of certain activities, senior advisor positions can also be allocated to particularly low-density skill sets in highly compartmentalized special access programs (SAP).

1423 East 29<sup>th</sup> St, Suite 317 Tacoma Washington 98404

**Functional Responsibility:** Provide liaison with forward deployed information operations planning and execution cells, particularly PSYOP units to assess current operation requirements. Provide high levels of technical expertise in full spectrum IO, PSYOP in particular. Assess the effectiveness of information operations activities that are being conducted and provide immediate guidance on corrective action. Provide cost estimation capabilities for information operation capabilities. Assist in the development of training programs for just in time training of deployed information operation personnel. Provide support to acquisition and contract administration for information operations.

**Minimum Education:** PhD or Doctorate-level education.

### **5. Mid-level Advisor:**

**Minimum/General Experience:** for senior advisor positions include, or Eight or more years' relevant experience in specific field of knowledge. Due to the level of security and compartmentalization of certain activities, senior advisor positions can also be allocated to particularly low-density skill sets in highly compartmentalized special access programs (SAP).

**Functional Responsibility:** Provide liaison with forward deployed information operations planning and execution cells, particularly PSYOP units to assess current operation requirements. Provide high levels of technical expertise in full spectrum IO, PSYOP in particular. Assess the effectiveness of information operations activities that are being conducted and provide immediate guidance on corrective action. Provide cost estimation capabilities for information operation capabilities. Assist in the development of training programs for just in time training of deployed information operation personnel. Provide support to acquisition and contract administration for information operations.

**Minimum Education:** Undergraduate-level education

### **6. Junior Advisor:**

**Minimum/General Experience:** for senior advisor positions include, or Five or more years' relevant experience in specific field of knowledge. Due to the level of security and compartmentalization of certain activities, senior advisor positions can also be allocated to particularly low-density skill sets in highly compartmentalized special access programs (SAP).

**Functional Responsibility:** Provide liaison with forward deployed information operations planning and execution cells, particularly PSYOP units to assess current operation requirements. Provide high levels of technical expertise in full spectrum IO, PSYOP in particular. Assess the effectiveness of information operations activities that are being conducted and provide immediate guidance on corrective action. Provide cost estimation capabilities for information operation capabilities. Assist in the development of training programs for just in time training of deployed information operation personnel. Provide support to acquisition and contract administration for information operations.

**Minimum Education:** Undergraduate-level education

### **7. Project Control Analyst**

**Minimum/General Experience:** Eight or more years' relevant experience in specific field of knowledge. Conducts statistical analysis of information affecting information operations investment programs. Analyzes budget estimates and supporting data and provides recommendations.

**Functional Responsibility:** Analyzes input received from staff elements and provide advice to Army staff. Assists in providing cost estimates for ongoing or planned projects. Responsible for



1423 East 29<sup>th</sup> St, Suite 317 Tacoma Washington 98404

providing charts, spreadsheets, and impact statements for various Army budget scenarios. Assists in developing and justifying program out year and current/next year budget requirements.

Minimum Education: BA or BS Degree

### **8. Program Manager**

Minimum/General Experience: for senior advisor positions include, or Ten or more years' relevant experience in specific field of knowledge. Experience in specific field of knowledge, general management of contractual effort, management of engineering, training, analytical service, systems administration, and other functional areas.

Functional Responsibility: Duties may include managing / leading teams supporting national security requirements.

Minimum Education: PhD or Doctorate –level education

### **9. IT Analyst I (TS SCD)**

Minimum/General Experience One year experience in defining network requirements for local or wide area networks, evaluating approved network security product capabilities, detecting and analyzing network vulnerabilities, and developing proper computer system security solutions.

Functional Responsibility: Analyzes security requirements for local and/or wide area networks. Performs vulnerability and risk analyses of computer systems and applications during all phases of the system development life cycle.

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

### **10. IT Analyst II IAT II (TS SCD)**

Minimum/General Experience: At least Two years' of experience in defining network requirements for local or wide area networks, evaluating approved network security product capabilities, detecting and analyzing network vulnerabilities, and developing proper computer system security solutions.

Functional Responsibility: Analyzes security requirements for local and/or wide area networks. Performs vulnerability and risk analyses of computer systems and applications during all phases of the system development life cycle.

Minimum Education: B.A. or B.S. degree, or equivalent experience.

### **11. IT Analyst III (TS SCD)**

Minimum/General Experience: At least Three years' of experience in defining network requirements for local or wide area networks, evaluating approved network security product capabilities, detecting and analyzing network vulnerabilities, and developing proper computer system security solutions.

---

1423 East 29<sup>th</sup> St, Suite 317 Tacoma Washington 98404

Functional Responsibility: Analyzes security requirements for local and/or wide area networks. Performs vulnerability and risk analyses of computer systems and applications during all phases of the system development life cycle.

Minimum Education: Undergraduate-level education

**12. IT Analyst III IAT II (TS SCI)**

Minimum/General Experience: At least Three years' of experience in defining network requirements for local or wide area networks, evaluating approved network security product capabilities, detecting and analyzing network vulnerabilities, and developing proper computer system security solutions.

Functional Responsibility: Analyzes security requirements for local and/or wide area networks. Performs vulnerability and risk analyses of computer systems and applications during all phases of the system development life cycle.

Minimum Education: Undergraduate-level education

**13. Management Analyst I TS SCI:**

Minimum/General Experience: At least Five years' experience is required.

Functional Responsibility: Analyzes work procedures, processes, and efficiencies. Recommends changes to improve effectiveness and efficiency. Provides proven methods and studies illustrating improved efficiency.

Minimum Education: Undergraduate-level education

**14. Management Analyst II TS SCI:**

Minimum/General Experience: At least Eight years' experience is required.

Functional Responsibility: Analyzes work procedures, processes, and efficiencies. Recommends changes to improve effectiveness and efficiency. Provides proven methods and studies illustrating improved efficiency.

Minimum Education: Undergraduate-level education

**15. Subject Matter Expert I TS SCI IAT I:**

Minimum/General Experience: Seven years' of experience providing technical expertise within a specific subject area or discipline, similar to that described under functional responsibility, and having knowledge and understanding of applicable technical concepts and practices.

Functional Responsibility: Provides unique, detailed technical or business analyses and reports within the assigned subject matter areas requiring state-of-the-art technical expertise. May

1423 East 29<sup>th</sup> St, Suite 317 Tacoma Washington 98404

support a wide variety of technical and business assignments. Performs specialized analytical work.

Minimum Education: Undergraduate-level education

**16. Subject Matter Expert II TS SCI IAT III:**

Minimum/General Experience: Ten years' of experience providing technical expertise within a specific subject area or discipline, similar to that described under functional responsibility, and having knowledge and understanding of applicable technical concepts and practices.

Functional Responsibility: Provides unique, detailed technical or business analyses and reports within the assigned subject matter areas requiring state-of-the-art technical expertise. May support a wide variety of technical and business assignments. Performs specialized analytical work.

Minimum Education: Undergraduate-level education

**17. Subject Matter Expert II TS SCI IAT I:**

Minimum/General Experience: Ten years' of experience providing technical expertise within a specific subject area or discipline, similar to that described under functional responsibility, and having knowledge and understanding of applicable technical concepts and practices.

Functional Responsibility: Provides unique, detailed technical or business analyses and reports within the assigned subject matter areas requiring state-of-the-art technical expertise. May support a wide variety of technical and business assignments. Performs specialized analytical work.

Minimum Education: Undergraduate-level education

**18. Subject Matter Expert III TS SCI IAT III:**

Minimum/General Experience: Fifteen years' of experience providing technical expertise within a specific subject area or discipline, similar to that described under functional responsibility, and having knowledge and understanding of applicable technical concepts and practices.

Functional Responsibility: Provides unique, detailed technical or business analyses and reports within the assigned subject matter areas requiring state-of-the-art technical expertise. May support a wide variety of technical and business assignments. Performs specialized analytical work.

Minimum Education: Undergraduate-level education

**19. Computer Systems/Network Engineer II IAT II:**

Minimum/General Experience: Five years' of experience in computer system and network engineering. Systems may involve multiple protocols and interfaces. Requires compliance with DoD 8570 certification requirements (IAT Level II). Microsoft Certified Systems

1423 East 29<sup>th</sup> St, Suite 317 Tacoma Washington 98404

Engineer Certification, CISCO Certified Network Associate Routing and Switching (CCNA), CompTIA Security+, and CompTIA Linux+ certifications required.

Functional Responsibility: Plan, design, redesign, &/or build network systems. Ensure network reliability, efficiency, and security through test and analysis of all network elements. Monitor network performance, security, and condition of all network equipment. Provide guidance and support to network support technicians.

Minimum Education: Undergraduate-level education

### **20. Database Administrator I:**

Minimum/General Experience: Two years' of experience providing database and associated database systems administration support, similar to that described under functional responsibility, and having knowledge and understanding of applicable technical concepts and practices. Certifications includes: Sun Certified Systems, Oracle Professional Database and Cisco Network Professional. Also requires compliance with DoD 8570 certification requirements (IAT Level I),

Functional Responsibility: Provides operational support of computer hardware and software (system and applications), as well as system and user data files within database systems. Provides maintenance of all user/system data files, data verification following system restoration/recovery procedures, and data format conversion procedures during the import and/or export of data. Provides database reporting/printout support. Supports development of operating procedures and user technical manuals. Support is provided to a variety of database systems (Oracle, Sybase, .NET).

Minimum Education: Undergraduate-level education

### **21. Database Administrator III:**

Minimum/General Experience: Eight years' of experience providing database and associated database systems administration support, similar to that described under functional responsibility, and having knowledge and understanding of applicable technical concepts and practices. Certifications includes: Sun Certified Systems, Oracle Professional Database and Cisco Network Professional. Also, requires compliance with DoD 8570 certification requirements (IAT Level I).

Functional Responsibility: Provides operational support of computer hardware and software (system and applications), as well as system and user data files within database systems. Provides maintenance of all user/system data files, data verification following system restoration/recovery procedures, and data format conversion procedures during the import and/or export of data. Provides database reporting/printout support. Supports development of operating procedures and user technical manuals. Support is provided to a variety of database systems (Oracle, Sybase, and .NET).

Minimum Education: Undergraduate-level education

1423 East 29<sup>th</sup> St, Suite 317 Tacoma Washington 98404

## **22. Database Administrator IV:**

**Minimum/General Experience:** Ten years' of experience providing database and associated database systems administration support, similar to that described under functional responsibility, and having knowledge and understanding of applicable technical concepts and practices. Certifications includes: Sun Certified Systems, Oracle Professional Database and Cisco Network Professional. Also, requires compliance with DoD 8570 certification requirements (IAT Level I).

**Functional Responsibility:** Provides operational support of computer hardware and software (system and applications), as well as system and user data files within database systems. Provides maintenance of all user/system data files, data verification following system restoration/recovery procedures, and data format conversion procedures during the import and/or export of data. Provides database reporting/printout support. Supports development of operating procedures and user technical manuals. Support is provided to a variety of database systems (Oracle, Sybase, and .NET).

**Minimum Education:** Undergraduate-level education

## **23. Database Administrator V:**

**Minimum/General Experience:** Ten years' of experience providing database and associated database systems administration support, similar to that described under functional responsibility, and having knowledge and understanding of applicable technical concepts and practices. Certifications includes: Sun Certified Systems, Oracle Professional Database and Cisco Network Professional. Also, requires compliance with DoD 8570 certification requirements (IAT Level I).

**Functional Responsibility:** Provides operational support of computer hardware and software (system and applications), as well as system and user data files within database systems. Provides maintenance of all user/system data files, data verification following system restoration/recovery procedures, and data format conversion procedures during the import and/or export of data. Provides database reporting/printout support. Supports development of operating procedures and user technical manuals. Support is provided to a variety of database systems (Oracle, Sybase, and .NET).

**Minimum Education:** Undergraduate-level education

## **24. Management Analyst I:**

**Minimum/General Experience** of Five years' experience is required.

**Functional Responsibility:** Analyzes work procedures, processes, and efficiencies. Recommends changes to improve effectiveness and efficiency. Provides proven methods and studies illustrating improved efficiency.

**Minimum Education:** Undergraduate-level education

## **25. Management Analyst II:**

1423 East 29<sup>th</sup> St, Suite 317 Tacoma Washington 98404

Minimum/General Experience of Eight years' experience is required.

Functional Responsibility: Analyzes work procedures, processes, and efficiencies. Recommends changes to improve effectiveness and efficiency. Provides proven methods and studies illustrating improved efficiency.

Minimum Education: Undergraduate-level education

### **26. Project Manager II:**

Minimum/General Experience of Twelve years' experience is required, of which nine years' must be specialized. Specialized experience required includes: complete engineering project development from inception to deployment, demonstrated ability to provide guidance and direction in multiple tasks across several functional areas and including the use of different technologies; proven expertise in the management and control of funds and resources, demonstrated capability in managing multi-task contracts. General experience required includes: increasing responsibilities in information systems design and management.

Functional Responsibility: Serves as project lead. Retains overall responsibility for cost, schedule, deliverables, and contractual compliance. Coordinates interface between the customer and other project leads. Ensures quality and productivity standards are maintained within deadline and budget constraints. Provides quality assurance and timely delivery of identified deliverables. Identifies task responsibilities, provides suggestions, and reports changes or updates to the senior Project Manager or Program Manager. Trains new project personnel ensuring compliance with government regulations, codes, policy, and procedures.

Minimum Education: Undergraduate-level education

### **27. Project Manager III:**

Minimum/General Experience of Fifteen years' experience is required, of which nine years' must be specialized. Specialized experience required includes: complete engineering project development from inception to deployment, demonstrated ability to provide guidance and direction in multiple tasks across several functional areas and including the use of different technologies; proven expertise in the management and control of funds and resources, demonstrated capability in managing multi-task contracts. General experience required includes: increasing responsibilities in information systems design and management.

Functional Responsibility: Serves as project lead. Retains overall responsibility for cost, schedule, deliverables, and contractual compliance. Coordinates interface between the customer and other project leads. Ensures quality and productivity standards are maintained within deadline and budget constraints. Provides quality assurance and timely delivery of identified deliverables. Identifies task responsibilities, provides suggestions, and reports changes or updates to the senior Project Manager or Program Manager. Trains new project personnel ensuring compliance with government regulations, codes, policy, and procedures.

Minimum Education: Undergraduate-level education



1423 East 29<sup>th</sup> St, Suite 317 Tacoma Washington 98404

**28. Security Systems Engineer I:**

Minimum/General Experience: Two years' of experience providing security systems engineering support, similar to that described under functional responsibility, and having knowledge and understanding of applicable technical concepts and practices. Requires compliance with DoD 8570 certification requirements (IAT Level II).

Functional Responsibility: Achieves and maintains protection of classified and/or sensitive information through security surveys and computer network testing. Performs analysis of systems, capabilities, processes, procedures, architectures, networks, and communications to define and recommend improvements or alternatives. Prepares high level, technical reports to illustrate improved operations and recommendations. Performs analytical tasking.

Minimum Education: Undergraduate-level education

**29. Strategic Planning Analyst III:**

Minimum/General Experience: Experience of five years' of experience providing security systems engineering support, similar to that described under functional responsibility, and having knowledge and understanding of applicable technical concepts and practices.

Functional Responsibility: Responsible for developing strategic concepts, objectives, plans, and courses of action. Performs a variety of complex tasks to include development of adversary capability and vulnerability assessments. Develops and coordinates the operational assessments and intelligence support for designated plans.

Minimum Education: Undergraduate-level education

**30. Subject Matter Expert I:**

Minimum/General Experience: Ten years' of experience providing technical expertise within a specific subject area or discipline, similar to that described under functional responsibility, and having knowledge and understanding of applicable technical concepts and practices.

Functional Responsibility: Provides unique, detailed technical or business analyses and reports within the assigned subject matter areas requiring state-of-the-art technical expertise. May support a wide variety of technical and business assignments. Performs specialized analytical work.

Minimum Education: Undergraduate-level education

**31. Subject Matter Expert II:**

Minimum/General Experience: Fifteen years' of experience providing technical expertise within a specific subject area or discipline, similar to that described under functional responsibility, and having knowledge and understanding of applicable technical concepts and practices.

Functional Responsibility: Provides unique, detailed technical or business analyses and reports within the assigned subject matter areas requiring state-of-the-art technical expertise. May



---

1423 East 29<sup>th</sup> St, Suite 317 Tacoma Washington 98404

support a wide variety of technical and business assignments. Performs specialized analytical work.

Minimum Education: Undergraduate-level education

**32. Webmaster:**

Minimum/General Experience: Four years' of experience in microcomputer technology. Two years' experience in designing, developing and maintaining webpages. Requires compliance with DoD 8570 certification requirements (IAT Level I). Experience with SharePoint.

Functional Responsibility: Develops and maintains website &/or public facing SharePoint server. Must remain current on latest web, SharePoint, and Knowledge Management (KM) developments. Ensures compliance with security protocol.

Minimum Education: Undergraduate-level education

**33. IA Analyst I TS -IAT I:**

Minimum/General Experience: At least One year of experience in defining network requirements for local or wide area networks, evaluating approved network security product capabilities, detecting and analyzing network vulnerabilities, and developing proper computer system security solutions.

Functional Responsibility: Analyzes security requirements for local and/or wide area networks. Performs vulnerability and risk analyses of computer systems and applications during all phases of the system development life cycle.

Minimum Education: Undergraduate-level education

**34. IA Analyst II TS-IAT II:**

Minimum/General Experience: At least Two years' of experience in defining network requirements for local or wide area networks, evaluating approved network security product capabilities, detecting and analyzing network vulnerabilities, and developing proper computer system security solutions.

Functional Responsibility: Analyzes security requirements for local and/or wide area networks. Performs vulnerability and risk analyses of computer systems and applications during all phases of the system development life cycle.

Minimum Education: Undergraduate-level education

**35. IA Analyst III -TS IAT III:**

Minimum/General Experience: At least 3 years' of experience in defining network requirements for local or wide area networks, evaluating approved network security product capabilities, detecting and analyzing network vulnerabilities, and developing proper computer system security solutions.

---

1423 East 29<sup>th</sup> St, Suite 317 Tacoma Washington 98404

Functional Responsibility: Analyzes security requirements for local and/or wide area networks. Performs vulnerability and risk analyses of computer systems and applications during all phases of the system development life cycle.

Minimum Education: Undergraduate-level education

**36. Computer Systems/Network Engineer II TS SCI TK IAT II:**

Minimum/General Experience: Five years' of experience in computer system and network engineering. Systems may involve multiple protocols and interfaces. Requires compliance with DoD 8570 certification requirements (IAT Level II). Microsoft Certified Systems Engineer Certification, CISCO Certified Network Associate Routing and Switching (CCNA), CompTIA Security+, and CompTIA Linux+ certifications required.

Functional Responsibility: Plan, design, redesign, &/or build network systems. Ensure network reliability, efficiency, and security through test and analysis of all network elements. Monitor network performance, security, and condition of all network equipment. Provide guidance and support to network support technicians.

Minimum Education: Undergraduate-level education

**37. Database Administrator I TS SCI TK IAT I:**

Minimum/General Experience: Two years' of experience providing database and associated database systems administration support, similar to that described under functional responsibility, and having knowledge and understanding of applicable technical concepts and practices. Certifications includes: Sun Certified Systems, Oracle Professional Database and Cisco Network Professional. Also requires compliance with DoD 8570 certification requirements (IAT Level I),

Functional Responsibility: Provides operational support of computer hardware and software (system and applications), as well as system and user data files within database systems. Provides maintenance of all user/system data files, data verification following system restoration/recovery procedures, and data format conversion procedures during the import and/or export of data. Provides database reporting/printout support. Supports development of operating procedures and user technical manuals. Support is provided to a variety of database systems (Oracle, Sybase, .NET).

Minimum Education: Undergraduate-level education

**38. Database Administrator III TS SCI TK IAT I:**

Minimum/General Experience: Eight years' of experience providing database and associated database systems administration support, similar to that described under functional responsibility, and having knowledge and understanding of applicable technical concepts and practices. Certifications includes: Sun Certified Systems, Oracle Professional Database and Cisco Network Professional. Also, requires compliance with DoD 8570 certification requirements (IAT Level I).

---

1423 East 29<sup>th</sup> St, Suite 317 Tacoma Washington 98404

Functional Responsibility: Provides operational support of computer hardware and software (system and applications), as well as system and user data files within database systems. Provides maintenance of all user/system data files, data verification following system restoration/recovery procedures, and data format conversion procedures during the import and/or export of data. Provides database reporting/printout support. Supports development of operating procedures and user technical manuals. Support is provided to a variety of database systems (Oracle, Sybase, and .NET).

Minimum Education: Undergraduate-level education

### **39. Database Administrator IV TS SCI IK IAT I**

Minimum/General Experience: Ten years' of experience providing database and associated database systems administration support, similar to that described under functional responsibility, and having knowledge and understanding of applicable technical concepts and practices. Certifications includes: Sun Certified Systems, Oracle Professional Database and Cisco Network Professional. Also, requires compliance with DoD 8570 certification requirements (IAT Level I).

Functional Responsibility: Provides operational support of computer hardware and software (system and applications), as well as system and user data files within database systems. Provides maintenance of all user/system data files, data verification following system restoration/recovery procedures, and data format conversion procedures during the import and/or export of data. Provides database reporting/printout support. Supports development of operating procedures and user technical manuals. Support is provided to a variety of database systems (Oracle, Sybase, and .NET).

Minimum Education: Undergraduate-level education

### **40. Management Analyst I TS SCI TK:**

Minimum/General Experience of five years' experience is required.

Functional Responsibility: Analyzes work procedures, processes, and efficiencies. Recommends changes to improve effectiveness and efficiency. Provides proven methods and studies illustrating improved efficiency.

Minimum Education: Undergraduate-level education

### **41. Project Manager II TS SCI TK:**

Minimum/General Experience of twelve years' experience is required, of which nine years' must be specialized. Specialized experience required includes: complete engineering project development from inception to deployment, demonstrated ability to provide guidance and direction in multiple tasks across several functional areas and including the use of different technologies; proven expertise in the management and control of funds and resources, demonstrated capability in managing multi-task contracts. General experience required includes: increasing responsibilities in information systems design and management.

1423 East 29<sup>th</sup> St, Suite 317 Tacoma Washington 98404

Functional Responsibility: Serves as project lead. Retains overall responsibility for cost, schedule, deliverables, and contractual compliance. Coordinates interface between the customer and other project leads. Ensures quality and productivity standards are maintained within deadline and budget constraints. Provides quality assurance and timely delivery of identified deliverables. Identifies task responsibilities, provides suggestions, and reports changes or updates to the senior Project Manager or Program Manager. Trains new project personnel ensuring compliance with government regulations, codes, policy, and procedures.

Minimum Education: Undergraduate-level education

#### **42. Project Manager III TS SCI TK:**

Minimum/General Experience of fifteen years' experience is required, of which nine years' must be specialized. Specialized experience required includes: complete engineering project development from inception to deployment, demonstrated ability to provide guidance and direction in multiple tasks across several functional areas and including the use of different technologies; proven expertise in the management and control of funds and resources, demonstrated capability in managing multi-task contracts. General experience required includes: increasing responsibilities in information systems design and management.

Functional Responsibility: Serves as project lead. Retains overall responsibility for cost, schedule, deliverables, and contractual compliance. Coordinates interface between the customer and other project leads. Ensures quality and productivity standards are maintained within deadline and budget constraints. Provides quality assurance and timely delivery of identified deliverables. Identifies task responsibilities, provides suggestions, and reports changes or updates to the senior Project Manager or Program Manager. Trains new project personnel ensuring compliance with government regulations, codes, policy, and procedures.

Minimum Education: Undergraduate-level education

#### **43. Security Systems Engineer I TS SCI TK IAT II**

Minimum/General Experience: Two years' of experience providing security systems engineering support, similar to that described under functional responsibility, and having knowledge and understanding of applicable technical concepts and practices. Requires compliance with DoD 8570 certification requirements (IAT Level II).

Functional Responsibility: Achieves and maintains protection of classified and/or sensitive information through security surveys and computer network testing. Performs analysis of systems, capabilities, processes, procedures, architectures, networks, and communications to define and recommend improvements or alternatives. Prepares high level, technical reports to illustrate improved operations and recommendations. Performs analytical tasking.

Minimum Education: Undergraduate-level education

#### **44. Security Systems Engineer II TS SCI TK IAT II**

Minimum/General Experience: Five years' of experience providing security systems

1423 East 29<sup>th</sup> St, Suite 317 Tacoma Washington 98404

engineering support, similar to that described under functional responsibility, and having knowledge and understanding of applicable technical concepts and practices. Requires compliance with DoD 8570 certification requirements (IAT Level II and IAM Level II).

**Functional Responsibility:** Achieves and maintains protection of classified and/or sensitive information through security surveys and computer network testing. Performs analysis of systems, capabilities, processes, procedures, architectures, networks, and communications to define and recommend improvements or alternatives. Prepares high level, technical reports to illustrate improved operations and recommendations. Performs analytical tasking.

**Minimum Education:** Undergraduate-level education

**45. Strategic Planning Analyst III TS SCI TK:**

**Minimum/General Experience:** Five years' of experience providing security systems engineering support, similar to that described under functional responsibility, and having knowledge and understanding of applicable technical concepts and practices.

**Functional Responsibility:** Responsible for developing strategic concepts, objectives, plans, and courses of action. Performs a variety of complex tasks to include development of adversary capability and vulnerability assessments. Develops and coordinates the operational assessments and intelligence support for designated plans.

**Minimum Education:** Undergraduate-level education

**46. Subject Matter Expert I TS SCI TK:**

**Minimum/General Experience:** Ten years' of experience providing technical expertise within a specific subject area or discipline, similar to that described under functional responsibility, and having knowledge and understanding of applicable technical concepts and practices.

**Functional Responsibility:** Provides unique, detailed technical or business analyses and reports within the assigned subject matter areas requiring state-of-the-art technical expertise. May support a wide variety of technical and business assignments. Performs specialized analytical work.

**Minimum Education:** Undergraduate-level education

**47. Subject Matter Expert II TS SCI TK:**

**Minimum/General Experience:** Fifteen years' of experience providing technical expertise within a specific subject area or discipline, similar to that described under functional responsibility, and having knowledge and understanding of applicable technical concepts and practices.

**Functional Responsibility:** Provides unique, detailed technical or business analyses and reports within the assigned subject matter areas requiring state-of-the-art technical expertise. May support a wide variety of technical and business assignments. Performs specialized analytical work.

---

1423 East 29<sup>th</sup> St, Suite 317 Tacoma Washington 98404

Minimum Education: Undergraduate-level education

**48. Webmaster TS SCITK:**

Minimum/General Experience: Four years' of experience in microcomputer technology. Two years' experience in designing, developing and maintaining webpages. Requires compliance with DoD 8570 certification requirements (IAT Level I). Experience with SharePoint.

Functional Responsibility: Develops and maintains website &/or public facing SharePoint server. Must remain current on latest web, SharePoint, and Knowledge Management (KM) developments. Ensures compliance with security protocol.

Minimum Education: Undergraduate-level education

**49. Webmaster TS SCITK:**

Minimum/General Experience: Seven years' of experience in microcomputer technology. Two years' experience in designing, developing and maintaining webpages. Requires compliance with DoD 8570 certification requirements (IAT Level I). Experience with SharePoint.

Functional Responsibility: Develops and maintains website &/or public facing SharePoint server. Must remain current on latest web, SharePoint, and Knowledge Management (KM) developments. Ensures compliance with security protocol.

Minimum Education: Undergraduate-level education

**50. Junior Education and Training Specialist:**

Minimum/General Experience 3-5 years' experience. Performs research necessary to develop, implement, and maintain IO training curricula to include preparation of course catalogs. Develops relationships and works with Government and academic learning institutions for the implementation of defined curriculum.

Functionality Responsibility: Develops and revises the courses and prepares all instructor materials (course outline, background material, and training aids). Prepares all student materials (course manuals, workbooks, handouts, completion certificates, and course critique forms. Trains personnel by conducting formal classroom course, workshops and seminars.

Minimum Education: Undergraduate-level education in a related subject.

**51. Computer Network Operation Analyst:**

Minimum/General Experience: Two-Five years' experience working on application problems involving all phases of systems analysis to provide IA solutions.

Functional Responsibility: Provides technical support for secure software development tasks, including the review of work products for correctness, adherence to the design concept and to user standards. Based on a review of current IA policy, doctrine and regulations, provide



1423 East 29<sup>th</sup> St, Suite 317 Tacoma Washington 98404

recommendations for consolidating or developing IA policy and procedures at the DoD level. Applies knowledge of current IA policy at the national IA structure, roles of major organizations how they interrelate and interact, and shortcomings in this structure. Reviews and recommends IA solutions to customer problems based on an understanding of how products and services interrelate and support the IA mission and the viewpoints of the consumers of those products and services. Analyzes and recommends resolution of IA problems based on knowledge of the major IA products and services, an understanding of their limitations, and a working knowledge of the disciplines of IA.

Minimum Education: Undergraduate-level education in a related subject.

**52. Computer Network Operations (CNO) Intelligence Analyst:**

Minimum/General Experience: Three -Five years' experience Provides skills in analysis, fusion, and visualization of information from multiple intelligence and collateral sources to identify CNO threats to information systems. Provides input in assessing vulnerabilities, threats, threat actors, and motivations.

Functional Responsibility: Develops assessments that provide an understanding and resolution to security related events. Assesses impact, determines probable damage, conducts computer forensics, and follow-on analysis to build historical and predictive capabilities. Analyzes CNO threat tactics, techniques and procedures (TTPs) and recommends mitigation strategies based on knowledge of the major IA products and services, an understanding of their limitations, and a working knowledge of the disciplines of IA.

Minimum Education: Undergraduate-level education in a related subject.

**53. Configuration Management Analyst:**

Minimum/General Experience 3-5 years' experience. Review, analyze, and suggest improvements to business and organizational systems to assist management in operating more efficiently and effectively.

Functional Responsibility: Conduct organizational studies and evaluations, design systems and procedures; conduct work simplification and measurement studies, and proper operations and procedures manuals.

Minimum Education: Undergraduate-level education in a related subject.

**54. Cultural Analyst:**

Minimum/General Experience 3-5 years' experience. Provides cultural insight, guidance and executive-level analysis to Military and Joint Service Information Operations (IO) communities. Support encompasses critical analysis of regional cultural elements to include historical shaping of perceptions, religion, politics, ethnic and tribal biases, media influence and other aspects of the regional collective beliefs and understanding.

Functional Responsibility: Provide insight on likely cultural view and response to IO related activities planned or proposed for that area. Develops and administers seminars for field



1423 East 29<sup>th</sup> St, Suite 317 Tacoma Washington 98404

support teams and IO leadership to educate personnel on relevant cultural issues related to all levels of IO. Activities also include development of synchronized, culturally appropriate IO themes and messages, analytic support to regional electoral policies and methodologies and to provide reach back support for teams planning, developing and executing IO activities for applicable locales.

Minimum Education: Undergraduate-level education in a related subject.

### **55. Database Manager:**

Minimum/General Experience Three-Five years' experience. Evaluates and designs existing or proposed systems to structure and access databases. Analyzes data base requirements of the user department, applications programming and operations for IA requirements.

Functional Responsibility: Submits recommendations for solutions that require definition of the physical structure and functional capabilities of databases and require data security and data backup/recovery specifications. Proposes detailed specifications and flowcharts and coordinates installation of revised or new systems when incorporating IA. Coordinate IA data administration, including data archival, data recovery, anomaly detection, data entry, data warehousing and data mining.

Minimum Education: Undergraduate-level education in a related subject.

### **56. Information Technology Forensics:**

Minimum/General Experience Three-Five years' experience in acquisition, marking, handling and storage of evidence procedures.

Functional Responsibility: Ability to follow chain of custody procedures and understand rules of evidence as they relate to computer examination. Knowledgeable in network protocols and proficient at authenticating documents and accessing and interpreting metadata. Able to develop and document collection and analysis procedures of evidence recovered from a system under investigation. Able to perform imaging and forensic analysis with hands-on experience with EnCase/FTK Data Recovery SoftwareTools.

Minimum Education: Undergraduate-level education in a related subject.

### **57. Intelligence Analyst:**

Minimum/General Experience Three and seven years' of experience. Experience in all-source intelligence analyst disciplines and supports analysis, fusion, and visualization of information from multiple sources to identify threats to information operations and systems.

Functional Responsibility: Assists in providing full-spectrum information operations (IO), intelligence support to the Military and joint Service IO communities, the supported commands and activities. Collect, manage and analyze combat, strategic, and tactical military intelligence.

Minimum Education: Undergraduate-level education in a related subject.

1423 East 29<sup>th</sup> St, Suite 317 Tacoma Washington 98404

**58. Intermediate Electronic Warfare Engineer:**

Minimum/General Experience Three-Five years' experience Plans, coordinates, integrates and synchronizes EW within the overall context of IO support to military operations, reprogramming, and system development.

Functional Responsibility: Provides support to EW threat assessment, and information assurance planning by evaluating adversary EW capabilities versus friendly vulnerabilities. Extracts pertinent EW data from various EW Databases and builds specialized EW databases in support of specific systems and military operations. Assists in the requirements definition and development of applicable database tools. Provides assistance in developing and fielding EW related systems.

Minimum Education: Undergraduate-level education in a related subject.

**58. Junior Software Engineer**

Minimum/General Experience Two experiences in performing relatively routine analysis, design, development, testing and debugging of computer software.

Functional Responsibility: Activities range from operating system architecture integration and software design to recommendation of products. Provides functional and empirical analysis related to the design, development and implementation of software operating systems for products including, but no limited to, utilities software, development software and diagnostic software. Analyzes network and computer communications hardware characteristics for IA requirements. Assists and coordinate with communications network specialist in the area of communications hardware.

Minimum Education: Undergraduate-level education in a related subject.

**60. Junior Electronic Warfare Engineer**

Minimum/General Experience: Two years' experience in a related subject.. Assists in the planning coordination integration and synchronization of EW within the overall context of IO support to military operations, reprogramming, and system development.

Functional Responsibility: Assists in providing support to EW threat assessment, and information assurance planning by evaluating adversary EW capabilities versus friendly vulnerabilities. Responsible for assisting with the extraction of EW data from various EW Databases. Provides assistance in developing and fielding EW related systems.

Minimum Education: Undergraduate-level education in a related subject.

**61. Linguistic Analyst**

Minimum/General Experience Three-Seven years' of experience in a related subject.. Approximately 3 or more years' experience in understanding, analysis and translation of video, audio, and computer based and print media to Military and Joint Service Information Operations (IO) communities.

1423 East 29<sup>th</sup> St, Suite 317 Tacoma Washington 98404

**Functional Responsibility:** Support encompasses foreign language interpretation and translation of written and spoken communications, transcription and analysis of verbal communications and document exploitation. Activities include scanning, researching, and analyzing documents, media reports and other foreign language content for key information. Produces executive summaries of translated information and provides insight into underlying messages derived from those sources relevant to planned and ongoing IO initiatives. Translates IO related messages and themes to appropriate foreign language media.

**Minimum Education:** Bachelor degree in a related subject.

### **62. Management Analyst**

**Minimum/General Experience:** Three-Five years' experience or in a related subject. Possess excellent writing skills and be a detail-oriented person. Performs a variety of tasks in functional areas such as: supply, logistics, finance, human resources, , and project management.

**Functional Responsibility:** Compiles, reviews, and analyzes data from multiple sources and prepares reports as required. Uses software to compile and generate reports, statistics, timelines, tables, graphs, correspondence and presentations. Designs processes to enhance workflow. Performs supply functions of property accountability, hand receipts, inventory, ordering, and turn-in in accordance with Military and local policies and regulations. Recommends, interprets, and/or implements organizational administrative policies and procedures. Develops solutions to a variety of problems of moderate scope and complexity.

**Minimum Education:** Undergraduate-level education in a related subject.

### **63. Open Source Analyst**

**Minimum/General Experience:** Three-Five years' experience. Provides skills in research, analysis, fusion, and reporting of information from multiple sources to support standing requirements.

**Functional Responsibility:** Applies knowledge of current policies, directives, and regulations to accomplish Open Source mission. Develops quality assessments that provide an awareness and understanding of events, developments, and perceptions in tasked areas of interest. Identifies and develops new sources of relevant information and reviews existing sources to determine if continued coverage is warranted. Assesses the applicability, reliability, and timeliness of gathered information and correlates it with Information Operations requirements.

**Minimum Education:** Undergraduate-level education .

### **64. Operations Analyst:**

**Minimum/General Experience** 3-5 years' experience. Provides full-spectrum information operations (IO), including information assurance (IA) and operations security (OPSEC) support to the Service and Joint Service IO communities, and supported commands and activities.

1423 East 29<sup>th</sup> St, Suite 317 Tacoma Washington 98404

**Functional Responsibility:** Support encompasses IO planning, training and execution for garrison operations, field and command post exercises, field and laboratory experimentation tests and evaluations, and contingency crisis actions. Prepares operations/evaluation/assessment plans and annexes for IO, IA, intelligence and security, and vulnerability assessment (VA) support. Contributes to the development and review of full-spectrum IO doctrine and the development of IO tactics, techniques and procedures (TTP) for Services and Joint Service application. Provides expert analysis of information and information systems operations, security, accreditation and risk assessment. Provides technical direction and guidance to less-experienced personnel.

**Minimum Education:** Undergraduate-level education .

### **65. OPSEC Analyst:**

**Minimum/General Experience** Three-Five years' experience. Possess extensive knowledge of the OPSEC Program and can perform critical information identification, threat and vulnerability analysis, risk assessments, countermeasure development, technical writing, staff coordination, training and briefing preparation.

**Functional Responsibility:** Experienced in providing OPSEC Training and is able to conduct OPSEC assessments to assess a units OPSEC posture and assist units with mitigating vulnerabilities. Conduct website reviews for OPSEC vulnerabilities and make recommendations regarding the protection of information. Conduct Open source intelligence. Responsible for providing quality assurance support policies and procedures. Ensures QA issues are considered for Cyber Command's acquisition, maintenance, and supply functions, and in the design, analysis, and inspection of systems, subsystems, and equipment.

**Minimum Education:** Undergraduate-level education .

### **66. Principal Analyst:**

**Minimum/General Experience** of 8 or more years' of experience in all-source intelligence analyst disciplines, or 5 years' of experience providing executive analysis and oversight of IO and IO-related support to military component commands, unified and specified commands and joint task forces.

**Functional Responsibility:** Assists in the development of IO policy, doctrine, and advanced concepts and systems.

**Minimum Education:** Undergraduate-level education

### **67. Program Director**

**Minimum/General Experience:** Twenty years' relevant experience including management experience; Masters and 18 years'. Requires proven program management skills; demonstrated customer management skills; ability to leverage functions to support issue resolution and communicate effectively with executive management; demonstrated sound judgment; and the ability to independently lead a team of leaders. A SCI clearance is required.

1423 East 29<sup>th</sup> St, Suite 317 Tacoma Washington 98404

Functional Responsibility: Responsible for driving program execution across the portfolio of programs, covering all phases of programs from inception through completion. Responsible for assessing and ensuring program health and program managers' performance in the following tasks: directs all phases of programs from inception through completion; drives program cost, schedule and technical performance; prepares and participates in the negotiation of contract and contract changes; coordinates the preparation of proposals, business plans, proposal work statements and specifications, operating budgets and financial terms/conditions of contract; acts as the primary customer contact for program activities, leading program reviews with customers; establishes design concepts, criteria and engineering efforts for product research, development, integration and test; establishes milestones and monitors adherence to master plans and schedules, identifies program problems and develops solutions.

Minimum Education: Undergraduate-level education .

### **68. Program Manager (TS/SCI)**

Minimum/General Experience mandatory requirement for Program Manager position include PhD or Doctorate –level education, or 10 or more years' relevant experience in specific field of knowledge, general management of contractual effort, management of engineering, training, analytical service, systems administration, and other functional areas.

Functional Responsibility: Duties may include managing / leading teams supporting national security requirements.

Minimum Education: Undergraduate-level education .

### **69. Program Control**

Minimum/General Experience 3-5 years' experience. Conducts statistical analysis of information affecting information operations investment programs.

Functional Responsibility: Analyzes budget estimates and supporting data and provides recommendations. Analyzes input received from staff elements and provide advice to Military staff. Assists in providing cost estimates for ongoing or planned projects. Responsible for providing charts, spreadsheets, and impact statements for various Military budget scenarios. Assists in developing and justifying program out year and current/next year budget requirements.

Minimum Education: Undergraduate-level education .

### **70. Project Manager (TS/SCI)**

Minimum/General Experience mandatory requirement for Program Manager position include PhD or Doctorate –level education, or Seven or more years' relevant experience in specific field of knowledge, general management of contractual effort, management of engineering, training, analytical service, systems administration, and other functional areas.

Functional Responsibility: Duties may include managing / leading teams supporting national

---

1423 East 29<sup>th</sup> St, Suite 317 Tacoma Washington 98404

security requirements.

Minimum Education: Undergraduate-level education .

### **71. Quality Assurance Specialist**

Minimum/General Experience Five-Seven years' of experience. Responsible for providing quality assurance support policies and procedures.

Functional Responsibility: Ensures QA issues are considered for 1st IO Command's acquisition, maintenance, and supply functions, and in the design, analysis, and inspection of systems, subsystems, and equipment.

Minimum Education: Undergraduate-level education .

### **72. Requirement Analyst**

Minimum/General Experience Seven-Ten years' experience. Plans, coordinates, integrates and synchronizes EW within the overall context of IO support to military operations, reprogramming, and system development.

Functional Responsibility: Provides support to EW threat assessment, and information assurance planning by evaluating adversary EW capabilities versus friendly vulnerabilities. Extracts pertinent EW data from all sources and builds specialized EW databases in support of specific systems and military operations. Defines database operational tool requirements and quality controls their development. Supervises and quality controls the all EW Database support products and tools. Provides assistance in developing and fielding EW related systems.

Minimum Education: Undergraduate-level education .

### **73. Security Manager**

Minimum/General Experience Two-Three years' experience.

Functional Responsibility: Performs administration functions related to operating a secured facility, including classified document control, publication distribution, classification management and processing, coordination with Government Task Manger's and the Contractor's Program Manager. Provides audit support during the development of software and hardware. Conducts preliminary reviews of computer use and makes recommendations to management personnel regarding security needs for effective operations. Monitor physical security for conformance to government requirements.

Minimum Education: Undergraduate-level education .

### **74. Software Engineer**

Minimum/General Experience Three-Five years' experience. Position requires computer programming, analyses and design knowledge of various degrees as well as designing software and implementing databases. Possess and applies broad knowledge of concepts practices and procedures. Able to write specifications, work statements and proposals. Designs and develops



1423 East 29<sup>th</sup> St, Suite 317 Tacoma Washington 98404

documentation of data requirements.

**Functional Responsibility:** Provides methodologies for evaluating moderately complex tasks. These positions will provide technical programming support to implement corrections or enhancements to application software. In particular, the positions will provide programming support as required implementing changes or enhancements to the system. Support the process improvement effort of an organization by providing specific technical expertise in the area of computer applications, as required by the process owner, team leader or team members. Writes functional specifications and prepare implementation schedules for smaller applications and subsystems to major applications. Monitors existing systems making recommendations for improved performance and service to the applications user. Ability to resolve program and system problems through program dumps and other debugging techniques. Knowledge and experience with system analysis and design methodologies. Implements standard system and network security configuration policy in accordance with Department of Defense and US security policies. Resolves hardware and software computer emergency problems through telephonic or on-site contracts with users. Uses an incident response management system to report and track new and on-going security incidents.

**Minimum Education:** Undergraduate-level education .

### **75. Senior Scientist**

**Minimum/General Experience:** Mandatory requirement for Program Manager is Twelve or more years' relevant experience in specific field of knowledge, general management of contractual effort, management of engineering, training, analytical service, systems administration, and other functional areas.

**Functional Responsibility:** Duties may include providing expert knowledge in a specific technical area of interest to IO. Must have written products or produce assessments that identify trends, vulnerabilities, predict future actions, and determine the overall capabilities of cyber threat, terrorism, and insurgent groups.

**Minimum Education:** Undergraduate-level education

### **76. Senior Software Engineer**

**Minimum/General Experience:** Five to Seven years' experience

**Functional Responsibility:** Performs complex analysis, design, development, integration, testing and debugging of computer software. Activities range for operating system architecture integration and software design to recommendation of products. Expert knowledge of Operating Systems, LANS, WANS, VPNs, PKI, routers, firewalls, network protocols, data encryption, and key management. Provides functional and empirical analysis related to the design, development and implementation of software operating systems for products including, but not limited to, IA utility software, IA development software, and IA diagnostic software. Expert knowledge of Common Operating Environment (COE). Develops systems level scripts in various common languages. Analyzes network and computer communications hardware characteristics for IA requirements. Assists and coordinates with communications network



1423 East 29<sup>th</sup> St, Suite 317 Tacoma Washington 98404

specialists in the area of communications hardware.

Minimum Education: Undergraduate-level education .

### **77. Senior Systems Engineer Data Services**

Minimum/General Experience: Four to Seven years' experience. Capable of developing applications supporting CERT operations.

Functional Responsibility: Work in a team-oriented environment analyzing users' needs, defining requirements, and creating custom .NET applications in a Windows XP environment. Create applications that will allow users to manage and query a variety of data associated with devices, including images, device characteristics, and engineering data, and aid the tracking and developing of trends and linkages between devices. Experienced with developing .NET applications, including using ASP. Experienced with writing SQL queries and working with relational databases, including Oracle or SQL Server. Experience with Web Services development

Minimum Education: Undergraduate-level education .

### **78. Senior Administrative Assistant**

Minimum/General Experience: Three-Five years' experience.

Functional Responsibility: Performs administrative duties in a staff activity. Performs specialized assignments relating to typing, word processing, and graphics illustration using computers with very little direction. Performs a variety of support services such as operation of reproduction equipment to produce large volumes of documents, courier service and mail service, etc. Includes clerical personnel, administrative services personnel, illustrator/graphics personnel, technical editors and technical publications personnel.

Minimum Education: Undergraduate-level education .

### **79. Senior Applications Engineer**

Minimum/General Experience: Seven years' experience. Strong experience developing light-weight, maintainable, highly scalable, web systems and applications. Must have a deep knowledge of modern development processes (particular emphasis on agile or test driven methodologies), with full development life-cycle experience in modern web architectures.

Functional Responsibility: Familiarity with front-end development technologies (HTML, Javascript, CSS). Proven ability to write quality code in an agile/rapid-prototyping development environment. Capable of utilizing a test framework/unit testing to validate development projects.

Minimum Education: Undergraduate-level education .

### **80. Senior Artist**

Minimum/General Experience: Three-Five years' experience.

1423 East 29<sup>th</sup> St, Suite 317 Tacoma Washington 98404

Functional Responsibility: Provides expert knowledge in a specific artistic and design area of interest to IO. Responsible for initiating and leading the development of creative and unique solutions for classes of artistic and design problems within the technical area of concern. Requires the demonstrated capability to gain consensus within DoD, Industry, or Academia. Recognized at the national and/or international level as a major contributor in their field of study.

Minimum Education: Undergraduate-level education .

### **81. Senior Computer Network Operation Analyst**

Minimum/General Experience: Five-Seven years' experience. Perform network security monitoring and analysis, identifies suspicious and malicious activities, identifies and tracks malicious code (including worms, viruses, Trojan horses, etc), enters and tracks events and incidents. Supports incident escalation and assesses probable impact and damages, identifies damage control, assists in developing course of action and recovery procedures.

Functional Responsibility: Perform network vulnerability analysis and reporting. Knowledge of LANs, VPNs, Routers, firewalls, Applies knowledge of current IA policy at the national IA structure, roles of major organizations how they interrelate and interact, and shortcomings in this structure. Reviews and recommends IA solutions to customer problems based on an understanding of how products and services interrelate and support the IA mission and the viewpoints of the consumers of those products and services. Analyzes and recommends resolution of IA problems based on knowledge of the major IA products and services, an understanding of their limitations, and a working knowledge of the disciplines of IA.

Minimum Education: Undergraduate-level education .

### **82. Senior Computer Network Operations (CNO) Intelligence Analyst**

Minimum/General Experience: 3-5 years' experience. Provides expert skills in analysis, fusion, and visualization of information from multiple intelligence and collateral sources to identify CNO threats to information systems.

Functional Responsibility: Provides input in assessing vulnerabilities, threats, threat actors, and motivations. Develops high quality assessments that provide an understanding and resolution to security related events. Assesses impact, determines probable damage, conducts computer forensics, and follow-on analysis to build historical and predictive capabilities. Analyzes CNO threat tactics, techniques and procedures (TTPs) and recommends mitigation strategies based on knowledge of the major IA products and services, an understanding of their limitations, and a working knowledge of the disciplines of IA. Oversees production of Intelligence Reports and Intelligence Preparation of the Environment (IPE) products. Applies knowledge of current IA and Intelligence policies, directives, and regulations to accomplish Intelligence production requirements. Provides technical direction and guidance to less-experienced personnel.

Minimum Education: Undergraduate-level education

1423 East 29<sup>th</sup> St, Suite 317 Tacoma Washington 98404

### **83. Senior Database Manager**

Minimum/General Experience Three-Five years' experience managing the development of data base projects. Plans and budgets staff and data base resources. As necessary, reallocates resources to maximize benefits.

Functional Responsibility: Prepares and delivers presentations on Data Base Management Systems (DBMS) concepts, data warehousing, and data mining capabilities. Provides daily supervision and direction to support staff. Evaluates and designs existing or proposed systems to structure and access data bases. Analyzes data base requirements of the user department, applications programming and operations for IA requirements. Submits recommendations for solutions which require definition of the physical structure and functional capabilities of data bases and require data security and data backup/recovery specifications. Proposes detailed specifications and flowcharts and coordinates installation of revised or new systems when incorporating IA.

Minimum Education: Undergraduate-level education .

### **84. Senior Education and Training Specialist**

Minimum/General Experience Three-Five years' experience performing research necessary to develop, implement, and maintain I) training curricula to include preparation of course catalogs.

Functional Responsibility: Develops relationships and works with Government and academic learning institutions for the implementation of defined curriculum. Develop and prepare courseware to meet requirements in formal classrooms and mobile training teams. Additionally, prepares for and conduct IO workshops, seminars, and symposia. Works with multi-media designers, graphic artists, videographers, and other multi-media specialists to design, develop, and test, distributive and advanced distance learning products.

Minimum Education: Undergraduate-level education .

### **85. Sr Electronic Warfare Engineer**

Minimum/General Experience: Seven-Ten years' experience planning, coordinating, integrating and synchronizing EW within the overall context of IO support to military operations, reprogramming, and system development.

Functional Responsibility: Provides support to EW threat assessment, and information assurance planning by evaluating adversary EW capabilities versus friendly vulnerabilities. Extracts pertinent EW data from all sources and builds specialized EW databases in support of specific systems and military operations. Defines database operational tool requirements and quality controls their development. Supervises and quality controls the all EW Database support products and tools. Provides assistance in developing and fielding EW related systems.

Minimum Education: Undergraduate-level education .

1423 East 29<sup>th</sup> St, Suite 317 Tacoma Washington 98404

### **86. Sr IA Analyst**

Minimum/General Experience: Five years of experience working on complex IA projects involving all phases of information assurance and network operations to include: assess, address, correlate, analyze, and provide IA course of action decision support.

Functional Responsibility: Develops high quality assessments that provide an understanding and resolution to security related events as they occur. Develop and document vulnerabilities including solutions/countermeasures and exploits for the purpose of identifying signatures. Able to address problem area and recommend automated solutions. Assesses impact, determines probable damage and suggests methods of damage control, conducts computer forensics, and follow-on analysis to build historical and predictive capabilities. Analyzes and recommends resolution of IA problems based on knowledge of the major IA products and services, an understanding of their limitations, and a working knowledge of the disciplines of IA. Applies knowledge of current IA policy, tactics, techniques, policy, and doctrine, and relationship to IA reporting requirements and structure.

Minimum Education: Undergraduate-level education .

### **87. Sr Information Technology Forensics**

Minimum/General Experience: Five years of expert level acquisition, marking, handling and storage of evidence procedures. Ability to follow chain of custody procedures and understand rules of evidence as they relate to computer examination. Must have a basic knowledge of hardware construction and theory. Be knowledgeable in network protocols.

Functional Responsibility: Proficient at authenticating documents and accessing and interpreting metadata. Able to develop and document collection and analysis procedures of evidence recovered from a system under investigation. Know and understand Best Business Practices on how to investigate and recover deleted data. Met DC3 Certification requirements. Knowledge of hacker tactics, techniques and procedures (TTP) and ability to research vulnerabilities and analyze exploits. Able to perform imaging and forensic analysis with hands-on experience with EnCase/FTK Data Recovery Software Tools.

Minimum Education: Undergraduate-level education .

### **88. Sr Intel Analyst**

Minimum/General Experience: Seven years of experience or bachelor degree. Experience in all-source intelligence analyst disciplines and supports analysis, fusion, and visualization of information from multiple sources to identify threats to information operations and systems.

Functional Responsibility: Assists in providing full-spectrum information operations (IO), intelligence support to the Army and joint Service IO communities, the supported commands and activities. Collect, manage and analyze combat, strategic, and tactical military intelligence.

Minimum Education: Undergraduate-level education .

### **89. Sr Information Operation Planner**

---

1423 East 29<sup>th</sup> St, Suite 317 Tacoma Washington 98404

**Minimum/General Experience:** Three-Five years' experience. Possess expert knowledge and understanding of the core tactical IO capabilities, Computer Network Operations (CNO), tactical Electronic Warfare (EW), Military Deception (MILDEC), Operations Security (OPSEC), and Psychological Operations (PSYOP), and their integration to include supporting and related capabilities.

**Functional Responsibility:** Able to develop and make assessments of operational and tactical-level IO plans and orders, the functioning and organization of tactical and operational staffs, the review and analysis of tactical and operational-level IO-related directives and initiatives. Provides expert analysis of information and information systems operations, security, accreditation and risk assessment. Possess a solid working understanding of the Military's MDMP and the Joint Planning Process (JOPES) as well as a firm understanding of the core element of IO (PSYOP, CNO, EW, MILDEC and OPSEC) and a strong familiarity with Military/Joint Targeting process. Ability to coordinate with interagency and work effectively within a task organized "working group" is desired.

**Minimum Education:** Undergraduate-level education .

### **90. Sr Knowledge Manager**

**Minimum/General Experience:** Three-Five years' of experience. Conduct specific KM tasks in support of CERT operations. Must be expert on the theoretical concepts and techniques of the knowledge management discipline.

**Functional Responsibility:** Be capable of developing and implementing knowledge management programs to create and maintain their KM products. Expert in establishing and maintaining web-based KM resources. Be able to develop training program for staff to support a strong knowledge management program.

**Minimum Education:** Undergraduate-level education .

### **91. Sr Network Computer Security Consultant**

**Minimum/General Experience:** Three-Five expertise in all aspects of the CERT operations and Best Business Security Practices. Provides executive analysis and oversight of IO and IO-related support. Military component commands, unified and specified commands and joint task forces.

**Functional Responsibility:** Works directly with senior officials and principal staff heads of the supported command or activity to include the CJCS, military departments, Military Acquisition Executives, other Services, Intelligence Community, major Military commands, and other Government and Non-Government agencies. Assists in the development of IO policy, doctrine, and advanced concepts and systems. Can develop white papers on security issues.

**Minimum Education:** Undergraduate-level education .

### **92. Sr Network Security and Computer Threat Analyst**

**Minimum/General Experience:** Three-Five years providing expert technical expertise on security of defense communication systems and military information systems. Has the ability to conduct

---

1423 East 29<sup>th</sup> St, Suite 317 Tacoma Washington 98404

monitors of intrusion detection systems to identify threat activity as well as make recommendations to improve monitoring techniques.

**Functional Responsibility:** Integrates customized military security tools to monitor network intrusions on U.S Military defense communication systems and networks. Designs, develops, tests, and implements reports for an Incident Response Database System to support incident handling and reporting. Resolves hardware and software computer emergency problems. Initiates, reviews and statistical analysis of computer incidents to identify systemic security problems. Monitors network vendor vulnerabilities lists and other Computer Emergency Response Team (CERT) advisories for potential security concerns and to maintain a clearinghouse for security information with-in the Military.

Minimum Education: Undergraduate-level education

### **93. Sr Open Source Analyst**

**Minimum/General Experience:** Three-Five years' provideing expert skills in research, analysis, fusion, and reporting of information from multiple sources to support standing and ad-hoc requirements.

**Functional Responsibility:** Applies knowledge of current policies, directives, and regulations to accomplish Open Source mission. Develops high quality assessments that provide an awareness and understanding of events, developments, and perceptions in tasked areas of interest. Identifies and develops new sources of relevant information and reviews existing sources to determine if continued coverage is warranted. Assesses the applicability, reliability, and timeliness of gathered information and correlates it with Information Operations requirements. Recognizes the value of foreign language information sources, Internet, traditional hard-copy, and subscription.

Minimum Education: Undergraduate-level education

### **94. Sr Operations Analyst**

**Minimum/General Experience:** Five years' of experience in providing expert support in the integration of the disciplines associated with full-spectrum information operations (IO) and IO-related activities, including information assurance (IA) and operations security (OPSEC), to 1st IO Command supported Military force components and subordinate headquarters, the 1st IO Command and the Military and joint Service IO communities.

**Functional Responsibility:** Support includes IO planning, training and execution in support of garrison operations, field and command post exercises, field and laboratory experimentation tests and evaluations and experimental development, and contingency crisis actions. Prepares operations/evaluation/assessment plans and annexes for IO, IA, intelligence and security, and vulnerability assessment (VA) support. Supports the Military and joint Service IO communities with the development and review of IO doctrine, requirements and policy. Provides expert analysis of information and information systems operations, security, accreditation and risk assessment. Provides technical direction and guidance to less-experienced personnel.

Minimum Education: Undergraduate-level education



1423 East 29<sup>th</sup> St, Suite 317 Tacoma Washington 98404

**95. Sr Programmer Analyst.**

Minimum/General Experience: Three years' of experience. Possess extensive knowledge of computer programming languages and able to analyze existing code. Possess and apply broad knowledge of concepts practices and procedures. Able to write specifications, work statements and project proposals.

Functional Responsibility: Designs and develops documentation of data requirements. Provides methodologies for evaluating complex tasks. Provide technical programming support to implement corrections or enhancements to application software. In particular, the position will provide programming support as required implementing changes or enhancements to existing systems. Support the process improvement by providing specific technical expertise in the area of computer applications. Understands life cycle development model and capable of designing software projects and implementing databases. Writes functional specifications and prepare implementation schedules for smaller applications and subsystems to major applications. Monitors existing systems making recommendations for improved performance and service to the applications user. Ability to resolve program and system problems through program dumps and other debugging techniques. Implements standard system and network security configuration policy in accordance with Department of Defense and US Military security policies. Resolves hardware and software computer emergency problems through telephonic or on-site contracts with users. Uses an incident response management system to report and track new and on-going security incidents.

Minimum Education: Undergraduate-level education

**96. Sr Storage Area Network SAN Admin**

Minimum/General Experience: Three years of work at the enterprise level with system administrators, application developers, and database and application administrators in determining disk storage allocation, backup and restore requirements, and redundancy needs.

Functional Responsibility: Evaluate new hardware and software management solutions. Make recommendations on adoption and direction on implementation of storage network security. Expert in the use of iSCSI, Fibre Channel, SAN, RAID, and I/O storage subsystems. Knowledgeable in networking technologies, including protocols, routing, QoS, NIC, and HBA. Experienced in the use of short-distance LAN and long-distance WAN data replication, including the various technologies available to perform the replication including the use of encryption. Expert in information life-cycle management concepts and best practices. Knowledgeable in LAN/WAN infrastructures. Experienced in the use of Network Attached Storage (NAS) Gateway devices.

Minimum Education: Undergraduate-level education

**97. Sr Systems Administrator**

Minimum/General Experience: Five years of experience ensuring efficient operations of a multi-computer site that support database analysis, database report production, and system development, by local and remote users.



---

1423 East 29<sup>th</sup> St, Suite 317 Tacoma Washington 98404

**Functional Responsibility:** Coordinates system resource availability with database analysts, system and application programmers, and other users. Provides advice and assistance to users on equipment operation, to include data communications. Ensures site compliance with electronic and physical security procedures and standards. Maintain network hardware and software. Monitor network to ensure network availability to all systems users and perform necessary maintenance to support network availability. May supervise other network support and client server specialists and plan, coordinate and implement network security measures.

**Minimum Education:** Undergraduate-level education

### **98. Senior Systems Engineer – Networks**

**Minimum/General Experience:** Three-Five years of experience with expert level of proficiency with CISCO routers, switches and firewalls; and an advanced technical level of knowledge of MPLS concepts and protocols. Be knowledgeable in IP Telephony and network equipment.

**Functional Responsibility:** Capable of performing in-depth network traffic analysis. Conduct threat and vulnerability analysis of various network architectures, access configurations and hardware/software components. Develop appropriate security requirements and assess emerging technologies and services. Applies knowledge of network protocols, architectures, equipment, services, standards and technology to various system engineering activities.

**Minimum Education:** Undergraduate-level education

### **99. Systems Engineer – Networks**

**Minimum/General Experience:** Three-Five year of experience with applied knowledge of network protocols, architectures, equipment, services, standards and technology to various system engineering activities.

**Functional Experience:** Performs threat and vulnerability analyses of various network architectures, access configurations and hardware/software components. Develop appropriate security requirements and impact operations plans for existing and emerging technologies and services.

**Minimum Education:** Undergraduate-level education

### **100. Vulnerability Assessment Analyst**

**Minimum/General Experience:** Five year experience working on complex IA projects involving all phases of vulnerability assessments and network operations to include: assess, address, correlate, analyze, and provide course of action decision support.

**Function Responsibility:** Develops high quality assessments that provide an understanding and resolution to security related events as they occur. Develop and document vulnerabilities including solutions/countermeasures and exploits for the purpose of identifying signatures. Able to address problem area and recommend automated solutions. Assesses impact, determines probable damage and suggests methods of damage control, conducts computer forensics, and follow-on analysis to build historical and predictive capabilities. Analyzes and recommends resolution of vulnerabilities based on knowledge of the major hardware and software products and services, an understanding of

1423 East 29<sup>th</sup> St, Suite 317 Tacoma Washington 98404

their limitations. Applies knowledge of current IA policy, tactics, techniques, policy, and doctrine, and relationship to IA reporting requirements and structure.

Minimum Education: Undergraduate-level education

### **101. Principal Investigator**

Minimum/General Experience: Twelve or more years relevant experience in specific field of knowledge, general management of contractual effort, management of engineering, training, analytical service, systems administration, and other functional areas.

Functional Responsibility:

Specific support shall be to the Information Assurance Team by providing C&A Test Planning and Execution Support. Provide support in the development of updated requirements for operation and test separation. This activity will include Facilities Requirements Document (FRD) physical requirements, analysis inputs and verification closures. The subcontractor will provide updates to Prime Item Development Specifications (PIDA), Verification Summary Sheets (VSS) and installation and Check Out Review (ICOR) document supporting systems designs involving simultaneous test and operations. The supplier shall provide level of effort support for Component development Security (CDS) System Security engineering (SSE) for managing, tracking, and assisting in the development of Future Power Plant designs. Physical Security Analysis activities will include updates to security inputs for FRD, updating Physical Security (PHYSEC) requirements in the GMD Capabilities Document (GCD), participation in Facility Design Reviews (30, 60, 90, and 100%) in assessing proposed and implemented designs against requirements. The supplier shall perform the following activities supporting TEMPEST analysis: updating security requirements in the GCD, assessing facility designs against TEMPEST requirement. The supplier will also be required to update the FRD to address all mission-critical electrical loads; review government VSS documents, develop and deliver comments and recommendations, and coordinate implementation with government counterparts. There is also required support for design reviews at the Preliminary Requirement Review (PRR), 20, 60, and 90\$ review cycle stages.

Minimum Education: Undergraduate-level education

### **102. Senior Licensed Penetration Tester**

Minimum/General Experience: Five (5) years of relevant experience of 3 years in a related field. Conduct penetration testing by scanning U.S. federal agencies network for open ports and other security vulnerabilities present on the network. Evaluate and document result of poor or improper system configuration, both known and unknown hardware or software flaws, and operational weaknesses in process or technical countermeasures.

Functional Responsibility: Determine the feasibility of an attack therefore the process of carrying out a penetration test. Reports on status of security applications. Assist agency with advice on how to rectify issues - i.e. trigger antivirus/antispyware update, etc.

Minimum Education: Undergraduate-level education

### **103. Sr Surveillance Technicians**

1423 East 29<sup>th</sup> St, Suite 317 Tacoma Washington 98404

Minimum/General Experience: Five (5) years of relevant experience of 3 years with BS. or BA in a related field. Certified by REI in all forms of TSCM equipment, including the latest versions of the OSCOR, the ORION (wireless/active, wireless/passive, and free-space) devices and the TALAN telephony machines. Personnel offered for this scope should be skilled in detailed performance of all surveillance tasks.

Functional Responsibility: Specific skills required have to be exercised within the preceding 12 month period, with substantial performance extending back for several years. All contractors offered are familiar with and skilled in detection and assessment of wireless (802.11a/b/g/n, 802.15) networking technologies, and EM/RF sources, including optical, infrared, and Bluetooth analogues. These skills include offensive and defensive skill-sets employing technological and non-technological methodologies (site survey, physical inspection, etc.).

Minimum Education: Undergraduate-level education

#### **104. Sr. Technical Security Countermeasure Officer**

Minimum/General Experience: Five (5) years of relevant experience of 3 years in a related field. Certified in TSCM equipment operations, field performance, and a graduates of REI, and Joint Counterintelligence Training Academy training courses. Must have substantial documented experience in Red Team-Cyber Aggressor activities; several years each in multidisciplinary Threat-Risk Assessment and OPSEC surveys. Possess many years of active performance in the areas in Law Enforcement-related HUMINT activities with GBI and DEA, and have received substantial training in same. Must have possessed clearances at or above SECRET level in recent years, but do not hold current clearances at these levels.

Functional Responsibility: Assess computer networks at the basic, physical, and logical level to detect covert channels as permitted by their organization's security policies. We surveyed to support detection of 'leaking' wireless network devices (testing protocols to include Bluetooth, 802.15 Wireless Personal Area Network, or free space optical, such as infrared local area network) - TEMPEST. Cyber-TSCM expertise will be used to augment OPSEC.

Minimum Education: Undergraduate-level education

#### **105. Senior Force Protection Specialist**

Minimum/General Experience of at least 36 months experience, education, or training in planning, directing, coordinating, and controlling base and law enforcement activities. Experience developing, planning and conducting training for regular and auxiliary force in all facets of security and law enforcement. Experience establishing standards related to security/law enforcement and enforcing standards. Experience determining personnel requirements for resources protection and law enforcement function. Experience, education or training that has provided analytical, decision making, or administrative skills which demonstrates the candidate's ability to accomplish the work of an organization. This experience must demonstrate the ability to work cooperatively and successfully with others.

1423 East 29<sup>th</sup> St, Suite 317 Tacoma Washington 98404

**Functionality Responsibility:** Serves as the authority and expert on all matters involving force protection (FP) and anti-terrorism (AT) requirements, policy, procedures, program status and serves as the conduit of information between the intelligence community and local state and federal law enforcement. Receives filter, focus, and fuse information from military intelligence sources, publicly available information sources, and local, state and federal law enforcement sources to develop a clear understanding of real or potential threat to all state forces. Responsible for the overall implementation, oversight, and centralized control of the coordinated anti-terrorism and force protection program for the government. Serves on intra-agency or inter-organizational committees to identify and resolve or to assign responsibilities for resolving safeguards and security issues or to perform similar work assignments. Plans, conducts, directs the conduct of, or coordinates on site security studies, projects, assessments, and surveys of the Wing in relationship to anti-terrorism and force protection activities. Represents the government at meetings, conferences, workshops, panels, etc., at NGB, MAJCOM, MACOM and other federal agency levels as the state force protection and anti-terrorism technical authority. Performs other duties as assigned.

**Minimum Education:** Undergraduate-level education

### **106. SME Cross Domain Solution**

**Minimum/General Experience:** Nine (9) years of relevant experience in the design and integration of DoD, Intelligence Community, and other U.S. government agencies cross-domain solutions. Knowledgeable of DICAP, DODISS, NIAP, SABI, TSABI and CDSWG. Knowledge of cross – domain products and mechanisms.

**Functional Responsibility:** Develop program requirement, CONOPS and policy requirement. Must have expertise in multi and cross domain security risk, threat, and vulnerability assessments. Develop specifications and requirement generation and management based policies and security risks. Design multi-domain and cross domain IA architectures tuned to mission need and acceptable residual risk. Conduct qualification and evaluation of commercial off-the-shelf and government off-the-shelf products. Perform integration, test, and security validation test. Conduct certification and accreditation support according to the appropriate C&A standards.

May require certification in at least one of the following:

- a. NSA IAM - National Security Agency's INFOSEC Assessment Methodology
  - b. CCISP - Certified Critical Infrastructure Security Professional
  - c. CISM - Certified Information Security Manager
  - d. CISSP - Certified Information Systems Security Professional
  - e. SSCP - Systems Security Certified Practitioner
  - f. GIAC - Global Information Assurance Certification
  - g. CSP - RSA Certified Security Professional
- CPP - Certified Protection Professional

**Minimum Education:** Undergraduate-level **education**

### **107. Family Support Discovery Center Manager/Coordinator**

1423 East 29<sup>th</sup> St, Suite 317 Tacoma Washington 98404

Minimum/General Experience of a bachelor's degree, preferably in a human service career field and knowledge of A&FRC. College course work should include at Minimum/General Experience 24 hours of human services related college course work (i.e. sociology, psychology, nursing, etc.). Four or more years of experience working in a human service career field may be substituted for degree requirements. Additionally applicants must have 1-year administrative and 1-year customer service or human services experience.

Functional Responsibilities: Greet visitors, conducting customer intake assessments, answering phones, providing informational and referral services to customers, registering customers for classes and appointments, receiving and distributing mail and correspondence, photocopying, maintaining paper and electronic files, maintaining Air Force Family Integrated Results and Statistical Tracking database (FIRST), updating Virtual Military Personnel Flight (VMPPF), ordering supplies issued by Base Supply (Logistics Readiness Squadron (LRS)), issuing correspondence related to Discovery Center operations and Loan Locker, overseeing and maintaining Discovery Center Resource library, checking out materials from Discovery Center and Loan Locker, inventorying and maintaining control and oversight of Loan Locker and Discovery Center items, assisting customers with operation of computers in Discovery Center, maintaining software and links on computers, as well as performing simple maintenance and trouble shooting of Discovery Center computers. Position will also serve as a backup to A&FRC Community Readiness Assistant as described further within. Position will involve light lifting and will require mobility (i.e. may have to sit on floor to inspect connections).

Minimum Education: Undergraduate-level education

### **108. Test Administrator**

Minimum/General Experience: Three –Five years of customer service and verbal communication skills are essential. Knowledge of/experience with standardized educational and military testing programs, which includes prior experience with a variety of electronic testing programs, is required. Knowledge of/experience with/understanding of AF terminology, military rank structure, office procedures, and education programs plus proficiency with WINDOWS NT, Microsoft Word, PowerPoint, Excel and Access is required. Applicant must be able to type 60 wpm, multi-task, problem solve and follow a multitude of directions (i.e. during one testing session it is common to have 15 students taking 15 different tests).

Functional Responsibility: The Test Administrator is responsible for administering the following categories of tests to eligible military and civilian personnel and their dependents as authorized by DANTES, AFIADL, DLPT, AF, AMC and local regulations.

Minimum Education: Must have a baccalaureate degree from an accredited college recognized by the U.S. Department of Education.

### **109. Relocation and Transition Assistance Coordinator**

Minimum/General Experience Two-Five years' experience providing information and assistance to all separating and retiring members to help them make an effective transition from military to civilian life.



1423 East 29<sup>th</sup> St, Suite 317 Tacoma Washington 98404

Functional Responsibility: Ensure that separating members are aware of, and have access to, the numerous programs and services available to assist them in the transition process. Provide information, referrals, and sponsorship guidance. Provide a standard relocation packet within 10 days of orders. These packets are filled with area specific information surrounding a new unit. Guide the transferee through the relocation process. Monitor the loan locker. Monitor the quality of services being delivered. Spousal Employment and Transition Assistance. Redeployment programs. Provides program support involving contracts, security and financial reporting directly related to the Information Operation Program execution.

Minimum Education: Undergraduate-level education

### **110. Principal Engineer**

Minimum/General Experience Seven-Ten years' experience servicing as a principal software and network engineer for issues concerning security of military command and control systems and defense communications networks.

Functional Responsibility: Analyze military network system designs, identifies potential security vulnerabilities, and performs technical investigations of computer emergency incidents involving Microsoft NT systems. Determines security factors to protect military information commensurate with the data vulnerability and strategic military importance. Develops software security tools as needed to monitor and analyze unauthorized activity on servers or networks. Responsible for software evaluation, design, configuration and system quality assurance for NT developed security software modules within the Regional Computer Emergency Response Team (RCERT). Assists in development of standard system and network security configuration policy in accordance with Department of Defense and US Army security policies. Resolves hardware and software computer emergency problems through telephonic or on-site contracts with users. Uses an incident response management system to report and track new and on-going security incidents. Travels to units within theater to assist in the security prevention and incident investigations. Deploys to other countries as required in support of U.S military operations.

Minimum Education: Undergraduate-level education

### **111. Principal Information Security Analyst**

Minimum/General Experience Seven-Ten years' experience or bachelor degree in a related subject. Serves as a Principal InfoSec Analyst for issues concerning security of military command and control systems and defense communications systems.

Functional Responsibility: Designs, develops, tests and implements software, communications, and monitoring systems to meet US military security needs for command and intelligence systems. Analyzes military network system designs, identifies potential security vulnerabilities, and performs technical investigation of computer emergency incidents. Develops security architectures boundary protection factors to guard military information commensurate with the data vulnerability and strategic military importance. Develops and manages security tools as needed to monitor and analyze unauthorized activity on servers or networks. Responsible for engineering, evaluation, design, configuration and quality assurance for developed security systems and modules within the Regional Computer Emergency Response Team (RCERT). Assists in development of standard

1423 East 29<sup>th</sup> St, Suite 317 Tacoma Washington 98404

systems and network security configuration policy in accordance with DOD and US security policies. Designs, develops, tests, and implements an Incident Response Database System to support incident handling and reporting. Resolves hardware and software computer emergency problems through telephonic or on-site contacts with users. Uses an incident response management system to report and track new and on-going security incidents.

Minimum Education: Undergraduate-level education.

### **112. Security Systems Analyst**

Minimum/General Experience: 3-5 years' experience providing technical expertise on security of defense communication systems and military information systems. Monitors intrusion detection systems to protect U.S. Europe's command and control systems security posture on a shift schedule. Integrates customized military security tools to monitor network intrusions on U.S defense communication systems and networks.

Functional Responsibility: Designs, develops, tests, and implements reports for an Incident Response Database System to support incident handling and reporting. Resolves hardware and software computer emergency problems through telephonic or on-site contracts with users. Uses an incident response management system to report and track new and on-going security incidents. Initiates, reviews and tracks centralized reporting of command and control system computer emergencies with-in U.S. Monitors network vendor vulnerabilities lists and other Computer Emergency Response Team (CERT) advisories for potential security concerns and to maintain a clearinghouse for security information with-in the European Theater. Implements security policy in the RCERT and maintain security policy framework that can be expanded to site system administrators and information system security managers. Travels to units within theater to assist in the security prevention and incident investigations. Deploys to other countries as required in support of U.S military operations.

Minimum Education: Undergraduate-level education.

### **1.1.3 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.



---

**1423 East 29<sup>th</sup> St, Suite 317 Tacoma Washington 98404**

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

**Cecil Avery**

[cavery@dcid63.com](mailto:cavery@dcid63.com)

**859-372-6618**

**Catherine Day**

[cmavery@dcid63.com](mailto:cmavery@dcid63.com)

**859-372-6618**

---

1423 East 29<sup>th</sup> St, Suite 317 Tacoma Washington 98404

BEST VALUE  
BLANKET PURCHASE AGREEMENT  
FEDERAL SUPPLY SCHEDULE

(Insert Customer Name)

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

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

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

Signatures

\_\_\_\_\_  
Ordering Activity

\_\_\_\_\_  
Date

Security Management & Integration Company

Date 7/21/2011



1423 East 29<sup>th</sup> St, Suite 317 Tacoma Washington 98404

BPA NUMBER \_\_\_\_\_

**Security Management & Integration Company  
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
<u>Security Management &amp; Integration, Company.</u>	Cecil Avery _____
<u>1423 East 29<sup>th</sup> Street</u>	Catherine Day _____
<u>Tacoma, Washington 98404</u>	

(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/General Experience:

- (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;



---

**1423 East 29<sup>th</sup> St, Suite 317 Tacoma Washington 98404**

(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.

\*\*\*\*\*  
\*\*\*\*\*

---

**1423 East 29<sup>th</sup> St, Suite 317 Tacoma Washington 98404**

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