



Federal Supply Service

Authorized Federal Supply Schedule Price List

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

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

- FSC/PSC Class D302 IT SYSTEMS DEVELOPMENT SERVICES
- FSC/PSC Class D301 IT Facility Operation and Maintenance
- FSC/PSC Class D306 IT SYSTEMS ANALYSIS SERVICES
- FSC/PSC Class D308 PROGRAMMING SERVICES
- FSC/PSC Class D310 IT BACKUP AND SECURITY SERVICES
- FSC/PSC Class D311 IT DATA CONVERSION SERVICES
- FSC/PSC Class D316 IT NETWORK MGMT SVCS
- FSC/PSC Class D399 OTHER IT SVCS

ACES Group LLC

5539 Edgemont Drive

Alexandria, VA 22310

Office: 660-441-1689

Fax: 866-787-4890

Contract Number: GS-35F-154CA
Period Covered by Contract: Jan 28 2015- Jan 27 2020
General Services Administration
Federal Acquisition Service

For more information on ordering from Federal Supply Schedules click on the FSS Schedules button at fss.gsa.gov.
Contract period

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

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

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

Customer Information:

1a. Table of Awarded Special Item Number(s) with appropriate cross-reference to page numbers:

SIN	Description
132-51	IT Professional Services

- 1b. Identification of the lowest priced model number and lowest unit price for that model for each special item number awarded in the contract. This price is the Government price based on a unit of one, exclusive of any quantity/dollar volume, prompt payment, or any other concession affecting price. Those contracts that have unit prices based on the geographic location of the customer, should show the range of the lowest price, and cite the areas to which the prices apply. N/A
- 1c. If the Contractor is proposing hourly rates a description of all corresponding commercial job titles, experience, functional responsibility and education for those types of employees or subcontractors who will perform services shall be provided. If hourly rates are not applicable, indicate “Not applicable” for this item. See Rate Section
- 2. Maximum Order: \$500,000.00
- 3. Minimum Order: \$100.00
- 4. Geographic Coverage (delivery Area): Domestic and Overseas
- 5. Point(s) of production (city, county, and state or foreign country): N/A
- 6. Discount from list prices or statement of net price: Government net prices (discounts already deducted).
- 7. Quantity discounts: None Offered
- 8. Prompt payment terms: .50 Percent NET 15
- 9a. Notification that Government purchase cards are accepted up to the micro-purchase threshold: Yes
- 9b. Notification whether Government purchase cards are accepted or not accepted above the micro-purchase threshold: will not accept over the micropurchase threshold
- 10. Foreign items (list items by country of origin): None
- 11a. Time of Delivery (Contractor insert number of days): Specified on the Task Order and shall deliver or perform services in accordance with the terms negotiated in an agency’s order.
- 11b. Expedited Delivery. The Contractor will insert the sentence “Items available for expedited delivery are noted in this price list.” under this heading. The Contractor may use a symbol of its choosing to highlight items in its price list that have expedited delivery: Contact Contractor
- 11c. Overnight and 2-day delivery. The Contractor will indicate whether overnight and 2-day delivery are available. Also, the Contractor will indicate that the schedule customer may contact the Contractor for rates for overnight and 2-day delivery: Contact Contractor

11d. Urgent Requirements. The Contractor will note in its price list the “Urgent Requirements” clause of its contract and advise agencies that they can also contact the Contractor’s representative to effect a faster delivery: Contact Contractor

12. F.O.B Points(s): Destination

13a. Ordering Address(es):

ACES Group LLC
5539 Edgemont Drive
Alexandria, VA 22310
Office: 660-441-1689

13b. Ordering procedures: For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPA’s), and a sample BPA can be found at the GSA/FSS Schedule homepage (fss.gsa.gov/schedules).

14. Payment address(es):

ACES Group LLC
5539 Edgemont Drive
Alexandria, VA 22310
Office: 660-441-1689

15. Warranty provision.: Contractor’s standard commercial warranty.

16. Export Packing Charges (if applicable): N/A

17. Terms and conditions of Government purchase card acceptance (any thresholds above the micro-purchase level): Contact Contractor

18. Terms and conditions of rental, maintenance, and repair (if applicable): N/A

19. Terms and conditions of installation (if applicable): N/A

20. Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices (if applicable): N/A

20a. Terms and conditions for any other services (if applicable): N/A

21. List of service and distribution points (if applicable): N/A

22. List of participating dealers (if applicable): N/A

23. Preventive maintenance (if applicable): N/A

24a. Environmental attributes, e.g., recycled content, energy efficiency, and/or reduced pollutants: N/A

24b. If applicable, indicate that Section 508 compliance information is available on Electronic and Information Technology (EIT) supplies and services and show where full details can be found (e.g. contactor’s website or other location.) The EIT standards can be found at: www.Section508.gov/.

25. Data Universal Numbering System (DUNS) number: 078474805

26. Notification regarding registration in the System for Award Management (SAM) Database: Registered

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

1. SCOPE

- a. The prices, terms and conditions stated under Special Item Number 132-51 Information Technology Professional Services apply exclusively to IT 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 Services must comply with the Federal Travel Regulation or Joint Travel Regulations, as applicable, in effect on the date(s) the travel is

performed. Established Federal Government per diem rates will apply to all Contractor travel. Contractors cannot use GSA city pair contracts.

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

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

6. INSPECTION OF SERVICES

The Inspection of Services–Fixed Price (AUG 1996) (Deviation – May 2003) clause at FAR 52.246-4 applies to firm-fixed price orders placed under this contract. The Inspection–Time-and-Materials and Labor-Hour (MAY 2001) (Deviation – May 2003) clause at FAR 52.246-6 applies to time-and-materials and labor-hour orders placed under this contract.

7. RESPONSIBILITIES OF THE CONTRACTOR

The Contractor shall comply with all laws, ordinances, and regulations (Federal, State, City, or otherwise) covering work of this character. If the end product of a task order is software, then FAR 52.227-14 (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 Professional Services.

9. INDEPENDENT CONTRACTOR

All IT 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 Professional services. Progress payments may be authorized by the ordering activity on individual orders if appropriate. Progress payments shall be based upon completion of defined milestones or interim products. Invoices shall be submitted monthly for recurring services performed during the preceding month.

12. PAYMENTS

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

- (a) The Government contemplates award of a Time-and-Materials or Labor-Hour type of contract resulting from this solicitation.
- (b) The offeror must specify fixed hourly rates in its offer that include wages, overhead, general and administrative expenses, and profit. The offeror must specify whether the fixed hourly rate for each labor category applies to labor performed by—
 - (1) The offeror;
 - (2) Subcontractors; and/or
 - (3) Divisions, subsidiaries, or affiliates of the offeror under a common control.

13. RESUMES

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

14. INCIDENTAL SUPPORT COSTS

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

15. APPROVAL OF SUBCONTRACTS

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

16. DESCRIPTION OF IT PROFESSIONAL SERVICES AND PRICING

- a. The Contractor shall provide a description of each type of IT Service offered under Special Item Numbers 132-51 IT Professional Services should be presented in the same manner as the Contractor sells to its commercial and other ordering activity customers. If the Contractor is proposing hourly rates, a description of all corresponding commercial job titles (labor categories) for those individuals who will perform the service should be provided.
- b. Pricing for all IT Professional Services shall be in accordance with the Contractor's customary commercial practices; e.g., hourly rates, monthly rates, term rates, and/or fixed prices, minimum general experience and minimum education.

The following is an example of the manner in which the description of a commercial job title should be presented:

EXAMPLE: Commercial Job Title: System Engineer

Minimum/General Experience: Three (3) years of technical experience which applies to systems analysis and design techniques for complex computer systems. Requires competence in all phases of systems analysis techniques, concepts and methods; also requires knowledge of available hardware, system software, input/output devices, structure and management practices.

Functional Responsibility: Guides users in formulating requirements, advises alternative approaches, conducts feasibility studies.

Minimum Education: Bachelor's Degree in Computer Science

LABOR CATEGORY DESCRIPTIONS (132-51)

Labor Category	Functional Responsibility	Minimum Education	Minimum Years Experience
IT Consultant	Possesses knowledge, skills, tools, techniques and systems to define, visualize, measure, control, report and improve processes with the goal to meet information technology modernization efforts. Develops and uses repeatable processes to improve the outcome of the program/project/initiative or effort. In addition, provides expert development knowledge in assisting with implementation. Assists with building web sites to share information with others, manage documents from start to finish, and publishing reports to help improve decision making. Facilitates the use of collaboration tools to enable information technology workforce effectiveness.	A Bachelor's degree in information technology, computer science, engineering, mathematics, business, or an equivalent combination of education and practical systems analysis is required.	5 Must have five years of experience which exhibit increasing levels of responsibility. This senior professional position is an engineer (or scientist) who is knowledgeable in generic areas relating to advanced technological systems and concepts and is also able to solve complex programs in any technical area.
Administration / Clerical (Journeyman)	<ul style="list-style-type: none"> (a) Responsible for developing, drafting, writing and editing reports, briefs, proposals, and other documents in support of a client's requirements. (b) Interfaces with personnel to coordinate meetings, maintain logs, records and files, provides end-user support, and performs general administrative duties. 	Associate Degree	2 years relevant experience
Administration / Clerical (Senior)	<ul style="list-style-type: none"> (a) Responsible for developing, drafting, writing and editing reports, briefs, proposals, and other documents in support of a client's requirements. (b) Interfaces with personnel to coordinate meetings, maintain logs, records and files, provides end-user support, and performs general administrative duties. (c) Assists in budgetary, billing, and financial management. (d) Responsible for preparing and/or maintaining systems, programming and operations documentation, procedures and methods, including user reference manuals. 	Bachelor Degree or 10 years relevant experience	5 years relevant experience
Business Process Consultant	<ul style="list-style-type: none"> (a) Analyzes process and re-engineering, with an understanding of technical problems and solutions as they relate to the current and future business environment. (b) Creates process change by integrating new processes with existing ones and communicating these changes to impacted Business Systems teams. (c) Recommends and facilitates quality improvement efforts. 	Bachelor Degree or 10 years relevant experience	5 years relevant experience

Business Systems Analyst	<ul style="list-style-type: none"> (a) Formulates and defines systems scope and objectives based on both user needs and a thorough understanding of business systems and industry requirements. (b) Devises or modifies procedures to solve complex problems considering computer equipment capacity and limitations, operation time, and form of desired results. Includes analysis of business and user needs, documentation of requirements, and translation into proper system requirements specifications. (c) Provides consultation on complex projects and is considered to be the top level contributor/specialist of most phases of systems analysis, while considering the business implications of the application of technology to the current and future business environment. 	Bachelor Degree or 10 years relevant experience	5 years relevant experience
Configuration Management Specialist (Journeyman)	<ul style="list-style-type: none"> (a) Provides configuration management planning. (b) Describes provisions for configuration identification, change control, configuration status accounting, and configuration audits. 	Associate Degree	2 years relevant experience
Configuration Management Specialist (Master)	<ul style="list-style-type: none"> (a) Provides configuration management planning. (b) Describes provisions for configuration identification, change control, configuration status accounting, and configuration audits. (c) Regulates the change process so that only approved and validated changes are incorporated into product documents and related software. 	Master's Degree or 15 years relevant experience	10 years relevant experience
Configuration Management Specialist (Senior)	<ul style="list-style-type: none"> (a) Provides configuration management planning. (b) Describes provisions for configuration identification, change control, configuration status accounting, and configuration audits. (c) Regulates the change process so that only approved and validated changes are incorporated into product documents and related software. (d) Designs new processes and optimizes existing ones 	Bachelor Degree or 10 years relevant experience	5 years relevant experience
Data Architect	<ul style="list-style-type: none"> (a) Designs and builds relational databases. Performs data access analysis design, and archive/recovery design and implementation. (b) Develops strategies for data acquisitions, archive recovery, and implementation of a database. (c) Works in a data warehouse environment, which includes data design, database architecture, and metadata repository creation. (d) Translates business needs into long-term architecture solutions. (e) Defines, designs, and builds dimensional databases. (f) Develops data warehousing blueprints, evaluating hardware and software platforms, and integrating systems. (g) Reviews and develops object and data models and the metadata repository to structure the data for better management and quicker access. 	Bachelor Degree in Engineering or Technical Field or 10 years relevant experience	5 years relevant experience

<p>Data Warehousing & BI Specialist (Journeyman)</p>	<ul style="list-style-type: none"> (a) Coordinates the data administration technical function for development and maintenance of data warehouse and associated Business Intelligence (BI) reports and self-service BI. (b) Facilitates change control, problem management, and communication among data architects, programmers, analysts, BI developers and engineers. (c) Establishes and enforces processes to ensure a consistent, well managed, and well-integrated data warehouse and BI infrastructure. (d) Analyzes and identifies data and metadata requirements. (e) Defines user requirements and database design specifications. (f) Designs, implements, and supports data warehousing and BI requirements. Implements business rules via stored procedures, middleware, or other technologies. (g) Provides product support and maintenance of the data warehouse and BI reporting tools and capabilities. 	<p>Associate Degree</p>	<p>2 years relevant experience</p>
<p>Data Warehousing & BI Specialist (Senior)</p>	<ul style="list-style-type: none"> (a) Coordinates the data administration technical function for development and maintenance of data warehouse and associated Business Intelligence (BI) reports and self-service BI. (b) Facilitates change control, problem management, and communication among data architects, programmers, analysts, BI developers and engineers. (c) Establishes and enforces processes to ensure a consistent, well managed, and well-integrated data warehouse and BI infrastructure. (d) Analyzes and identifies data and metadata requirements. (e) Defines user requirements and database design specifications. (f) Designs, implements, and supports data warehousing and BI requirements. Implements business rules via stored procedures, middleware, or other technologies. (g) Provides product support and maintenance of the data warehouse and BI reporting tools and capabilities. (h) Performs data warehouse design and construction and creates reports to support a variety of users. (i) Prepares/implements data verification and testing methods for the data warehouse and reports. 	<p>Bachelor Degree or 10 years relevant experience</p>	<p>5 years relevant experience</p>

<p>Data Warehousing & BI Specialist (Master)</p>	<ul style="list-style-type: none"> (a) Coordinates the data administration technical function for development and maintenance of data warehouse and associated Business Intelligence (BI) reports and self-service BI. (b) Facilitates change control, problem management, and communication among data architects, programmers, analysts, BI developers and engineers. (c) Establishes and enforces processes to ensure a consistent, well managed, and well-integrated data warehouse and BI infrastructure. (d) Analyzes and identifies data and metadata requirements. (e) Defines user requirements and database design specifications. (f) Designs, implements, and supports data warehousing and BI requirements. Implements business rules via stored procedures, middleware, or other technologies. (g) Provides product support and maintenance of the data warehouse and BI reporting tools and capabilities. (h) Performs data warehouse design and construction and creates reports to support a variety of users. (i) Prepares/implements data verification and testing methods for the data warehouse and reports. (j) Advises senior executives on data warehousing and BI enterprise strategies (k) Advises senior executives on data warehousing and BI enterprise strategies 	<p>Master's Degree or 15 years relevant experience</p>	<p>15 years relevant experience</p>
<p>Database Specialist (Journeyman)</p>	<ul style="list-style-type: none"> (a) Provides all activities related to the administration of computerized databases. (b) Projects long-range requirements for database administration and design in conjunction with other managers in the information systems function. (c) Designs, creates, and maintains databases in a client/server environment. (d) Conducts quality control and auditing of databases in a client/server environment to ensure accurate and appropriate use of data. (e) Advises users on access to various client/server databases. (f) Designs, implements, and maintains complex databases with respect to JCL, access methods, access time, device allocation, validation checks, organization, protection and security, documentation, and statistical methods. (g) Applies knowledge and experience with database technologies, development methodologies, and front-end (e.g., COGNOS)/back-end programming languages (e.g., SQL). Performs database programming and supports systems design. 	<p>Associate Degree</p>	<p>2 years relevant experience</p>

<p>Database Specialist (Senior)</p>	<ul style="list-style-type: none"> (a) Provides all activities related to the administration of computerized databases. (b) Projects long-range requirements for database administration and design in conjunction with other managers in the information systems function. (c) Designs, creates, and maintains databases in a client/server environment. (d) Conducts quality control and auditing of databases in a client/server environment to ensure accurate and appropriate use of data. (e) Advises users on access to various client/server databases. (f) Designs, implements, and maintains complex databases with respect to JCL, access methods, access time, device allocation, validation checks, organization, protection and security, documentation, and statistical methods. (g) Applies knowledge and experience with database technologies, development methodologies, and front-end (e.g., COGNOS)/back-end programming languages (e.g., SQL). Performs database programming and supports systems design. (h) Includes maintenance of database dictionaries, overall monitoring of standards and procedures, file design and storage, and integration of systems through database design. 	<p>Bachelor Degree or 10 years relevant experience</p>	<p>5 years relevant experience</p>
<p>Database Specialist (Master)</p>	<ul style="list-style-type: none"> (a) Provides all activities related to the administration of computerized databases. (b) Projects long-range requirements for database administration and design in conjunction with other managers in the information systems function. (c) Designs, creates, and maintains databases in a client/server environment. (d) Conducts quality control and auditing of databases in a client/server environment to ensure accurate and appropriate use of data. (e) Advises users on access to various client/server databases. (f) Designs, implements, and maintains complex databases with respect to JCL, access methods, access time, device allocation, validation checks, organization, protection and security, documentation, and statistical methods. (g) Applies knowledge and experience with database technologies, development methodologies, and front-end (e.g., COGNOS)/back-end programming languages (e.g., SQL). Performs database programming and supports systems design. (h) Includes maintenance of database dictionaries, overall monitoring of standards and procedures, file design and storage, and integration of systems through database design. (i) Advises senior executives on data warehousing and BI enterprise strategies 	<p>Master's Degree or 15 years relevant experience</p>	<p>15 years relevant experience</p>

Enterprise Architect	<ul style="list-style-type: none"> (a) Provides high-level architectural expertise to managers and technical staff. (b) Develops architectural products and deliverables for the enterprise and operational business lines. (c) Develops strategy of system and the design infrastructure necessary to support that strategy. (d) Advises on selection of technological purchases with regards to processing, data storage, data access, and applications development. Sets standards for the client/server relational database structure for the organization (SQL, ORACLE, SYBASE, etc.). (e) Advises of feasibility of potential future projects to management. 	Bachelor Degree or 15 years relevant experience	10 years relevant experience
Graphics Specialist	<ul style="list-style-type: none"> (a) Produces graphic art and visual materials for promotions, advertisements, films, presentations, packaging, and informative and instructional material through a variety of media outlets such as websites and CD-ROMs. (b) Generates, manipulates, and integrates graphic images, animations, sound, text and video generated with automated tools into consolidated and seamless multimedia programs. 	Associate Degree or 5 years relevant experience	2 years relevant experience
Helpdesk Specialist (Journeyman)	<ul style="list-style-type: none"> (a) Responds to and diagnoses problems through discussion with users. (b) Ensures a timely process through which problems are controlled. Includes problem recognition, research, isolation, resolution, and follow-up steps. (c) Provides support to end users on a variety of issues. (d) Identifies, researches, and resolves technical problems. (e) Responds to telephone calls, email and personnel requests for technical support. (f) Documents, tracks, and monitors the problem to ensure a timely resolution. (g) Interact with network services, software systems engineering, and/or applications development to restore service and/or identify and correct core problem. (h) Simulates or recreates user problems to resolve operating difficulties. (i) Recommends systems modifications to reduce user problems. 	Associate Degree or 5 years relevant experience	2 years relevant experience
Helpdesk Specialist (Senior)	<ul style="list-style-type: none"> (a) Responds to and diagnoses problems through discussion with users. (b) Ensures a timely process through which problems are controlled. Includes problem recognition, research, isolation, resolution, and follow-up steps. (c) Provides support to end users on a variety of issues. (d) Identifies, researches, and resolves technical problems. (e) Responds to telephone calls, email and personnel requests for technical support. (f) Documents, tracks, and monitors the problem to ensure a timely resolution. (g) Interact with network services, software systems engineering, and/or applications development to 	Bachelor Degree or 10 years relevant experience	5 years relevant experience

	<p>restore service and/or identify and correct core problem.</p> <ul style="list-style-type: none"> (h) Simulates or recreates user problems to resolve operating difficulties. (i) Recommends systems modifications to reduce user problems. (j) Supervises operation of help desk and serves as focal point for customer concerns. (k) Provides second-tier support to end users for either PC, server, or mainframe applications or hardware. 		
Project Manager	<ul style="list-style-type: none"> (a) Leads team on large projects or significant segment of large complex projects. (b) Analyzes new and complex project related problems and creates innovative solutions involving finance, scheduling, technology, methodology, tools, and solution components. (c) Provides applications systems analysis and programming activities for a Government site, facility or multiple locations. (d) Prepares long and short-range plans for application selection, systems development, systems maintenance, and production activities and for necessary support resources. (e) Oversees all aspects of projects. 	Bachelor Degree or 10 years relevant experience	5 years relevant experience
Research Analyst	<ul style="list-style-type: none"> (a) Plans, organizes, and conducts research in a variety of areas, such as new or existing products, science, social science, law or business, etc. in support of an IT initiative. (b) Searches sources such as reference works, literature, documents, newspapers, statistical records, and other sources of information. May use Internet, Intranet, magazines, periodicals, journals, and other media to perform research. (c) Analyzes information and statistical data to prepare reports and studies for use by professionals. 	Bachelor Degree or 10 years relevant experience	5 years relevant experience
Subject Matter Expert (Journeyman)	<ul style="list-style-type: none"> (a) Serves as subject matter expert, possessing in-depth knowledge of a particular area, such as business, computer science, engineering, mathematics, or the various sciences. (b) Provides technical knowledge and analysis of highly specialized applications and operational environments, high-level functional systems analysis, design, integration, documentation and implementation advice on exceptionally complex problems that need extensive knowledge of the subject matter for effective implementation. (c) Participates as needed in all phases of software development with emphasis on the planning, analysis, testing, integration, documentation, and presentation phases. 	Associate Degree or 5 years relevant experience	2 years relevant experience

Subject Matter Expert (Senior)	<ul style="list-style-type: none"> (a) Serves as subject matter expert, possessing in-depth knowledge of a particular area, such as business, computer science, engineering, mathematics, or the various sciences. (b) Provides technical knowledge and analysis of highly specialized applications and operational environments, high-level functional systems analysis, design, integration, documentation and implementation advice on exceptionally complex problems that need extensive knowledge of the subject matter for effective implementation. (c) Participates as needed in all phases of software development with emphasis on the planning, analysis, testing, integration, documentation, and presentation phases. (d) Applies principles, methods and knowledge of the functional area of capability to specific task order requirements, advanced mathematical principles and methods to exceptionally difficult and narrowly defined technical problems in engineering and other scientific applications to arrive at automated solutions. 	Bachelor Degree or 10 years relevant experience	5 Years relevant experience
Subject Matter Expert (Master)	<ul style="list-style-type: none"> (a) Serves as subject matter expert, possessing in-depth knowledge of a particular area, such as business, computer science, engineering, mathematics, or the various sciences. (b) Provides technical knowledge and analysis of highly specialized applications and operational environments, high-level functional systems analysis, design, integration, documentation and implementation advice on exceptionally complex problems that need extensive knowledge of the subject matter for effective implementation. (c) Participates as needed in all phases of software development with emphasis on the planning, analysis, testing, integration, documentation, and presentation phases. (d) Applies principles, methods and knowledge of the functional area of capability to specific task order requirements, advanced mathematical principles and methods to exceptionally difficult and narrowly defined technical problems in engineering and other scientific applications to arrive at automated solutions. (e) Advises senior executives on data warehousing and BI enterprise strategies 	Master's Degree or 15 years relevant experience	15 years relevant experience
Technical Editor	<ul style="list-style-type: none"> (a) Reviews content of technical documentation for quality. (b) Produces technical and scientific illustrations for presentations and/or publication, as appropriate to the requirements. (c) Ensures that documents follow the style laid out in the company's style guide. 	Bachelor Degree or 5 years relevant experience	2 years relevant experience

Technical Writer	<ul style="list-style-type: none"> (a) Writes a variety of technical articles, reports, brochures, and/or manuals for documentation for a wide range of uses. (b) Coordinates the display of graphics and the production of the document. (c) Ensures content is of high quality and conforms with standards. 	Bachelor Degree or 5 years relevant experience	2 years relevant experience
Training Specialist (Journeyman)	<ul style="list-style-type: none"> (a) Assesses, designs, and conceptualizes training scenarios, approaches, objectives, plans, tools, aids, curriculums, and other state of the art technologies related to training and behavioral studies. (b) Identifies the best approach training requirements to include, but not limited to hardware, software, simulations, course assessment and refreshment, assessment centers, oral examinations, interviews, computer assisted and adaptive testing, behavior-based assessment and performance, and team and unit assessment and measurement. (c) Develops and revises training courses. Prepares training catalogs and course materials. (d) Trains personnel by conducting formal classroom courses, workshops, and seminars. 	Associate Degree or 5 years relevant experience	2 years relevant experience
Training Specialist (Senior)	<ul style="list-style-type: none"> (a) Assesses, designs, and conceptualizes training scenarios, approaches, objectives, plans, tools, aids, curriculums, and other state of the art technologies related to training and behavioral studies. (b) Identifies the best approach training requirements to include, but not limited to hardware, software, simulations, course assessment and refreshment, assessment centers, oral examinations, interviews, computer assisted and adaptive testing, behavior-based assessment and performance, and team and unit assessment and measurement. (c) Develops and revises training courses. Prepares training catalogs and course materials. (d) Trains personnel by conducting formal classroom courses, workshops, and seminars. 	Bachelor Degree or 10 years relevant experience	5 Years relevant experience
Web Content Analyst	<ul style="list-style-type: none"> (a) Provides for development and content that will motivate and entertain users so that they regularly access the website and utilize it as a major source for information and decision-making. (b) Provides managing/performing website editorial activities including gathering and researching information that enhances the value of the site. 	Associate Degree or 5 years relevant experience	2 years relevant experience
Web Designer	<ul style="list-style-type: none"> (a) Designs and builds web pages using a variety of graphics software applications, techniques, and tools. (b) Designs and develops user interface features, site animation, and special-effects elements. Contributes to the design group's efforts to enhance the look and feel of the organization's online offerings. (c) Designs the website to support the organization's strategies and goals relative to external communications. 	Bachelor Degree or 10 years relevant experience	5 years relevant experience

**LABOR CATEGORY RATES (132-51)- GSA SCHEDULE CONTRACT INFORMATION TECHNOLOGY
(IT) SERVICES**

SIN	Labor Category	GSA Rate (including IFF)
132-51	IT Consultant	\$107.66
132-51	Administration / Clerical (Journeyman)	\$48.17
132-51	Administration / Clerical (Senior)	\$60.23
132-51	Business Process Consultant	\$118.37
132-51	Business Systems Analyst	\$109.57
132-51	Configuration Management Specialist (Journeyman)	\$73.78
132-51	Configuration Management Specialist (Master)	\$113.81
132-51	Configuration Management Specialist (Senior)	\$92.45
132-51	Data Architect	\$125.29
132-51	Data Warehousing & BI Specialist (Journeyman)	\$90.98
132-51	Data Warehousing & BI Specialist (Master)	\$133.72
132-51	Data Warehousing & BI Specialist (Senior)	\$110.32
132-51	Database Specialist (Journeyman)	\$86.82
132-51	Database Specialist (Master)	\$129.40
132-51	Database Specialist (Senior)	\$106.32
132-51	Enterprise Architect	\$151.22
132-51	Graphics Specialist	\$69.10
132-51	Helpdesk Specialist (Journeyman)	\$60.67
132-51	Helpdesk Specialist (Senior)	\$75.70
132-51	Project Manager	\$124.92
132-51	Research Analyst	\$94.42
132-51	Subject Matter Expert (Journeyman)	\$118.97
132-51	Subject Matter Expert (Master)	\$190.40
132-51	Subject Matter Expert (Senior)	\$149.73
132-51	Technical Editor	\$73.06
132-51	Technical Writer	\$74.97
132-51	Training Specialist (Journeyman)	\$75.37
132-51	Training Specialist (Senior)	\$94.01
132-51	Web Content Analyst	\$83.18
132-51	Web Designer	\$90.43

SECTION 5: EDUCATION / EXPERIENCE SUBSTITUTIONS

It is the policy of Aces Group to hire the most capable employees for all positions. In some instances, education and experience may be substituted interchangeably in order to meet the goals of hiring the best individual for the position. The following relevant education and experience substitutions may be accepted by X Corp :

Degree	Experience Equivalence	Other Equivalence
Associate's	2 years relevant experience	Vocational or technical training in work-related field
Bachelor's	Associate's degree + 2 years relevant experience, or 4 years relevant experience	Professional certification
Master's	Bachelor's + 2 years relevant experience, or Associate's + 4 years relevant experience	
Doctorate	Master's + 2 years relevant experience, or Bachelor's + 4 years relevant experience	

USA COMMITMENT TO PROMOTE SMALL BUSINESS PARTICIPATION PROCUREMENTPROGRAMS

PREAMBLE

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

COMMITMENT

To actively seek and partner with small businesses.

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

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

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

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

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

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

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