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U.S. General Services Administration

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

**Special Item Nos. 132-51 Information Technology Professional Services
and 132-56 Health IT Services**

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General Services Administration
Federal Acquisition Service

Contract Number: GS-35F-215AA

Period Covered by Contract: February 28, 2013 through February 27, 2018
As of Modification# PS-0017 dated 30th August 2017

Products and ordering information in this Authorized Information Technology Schedule Pricelist are also available on the GSA Advantage! System (<http://www.gsaadvantage.gov>).

IT Consulting | Management Consulting | Managed IT Services & Hosting | Online Services | Healthcare IT | Cyber Security | Medical Services

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TABLE OF CONTENTS

INFORMATION FOR ORDERING ACTIVITIES APPLICABLE TO ALL SPECIAL ITEM NUMBERS 8

1.	GEOGRAPHIC SCOPE OF CONTRACT.	9
2.	CONTRACTOR'S ORDERING ADDRESS AND PAYMENT INFORMATION.....	9
3.	LIABILITY FOR INJURY OR DAMAGE.....	9
4.	STATISTICAL DATA FOR GOVERNMENT ORDERING OFFICE COMPLETION OF STANDARD FORM 279.....	9
5.	FOB.....	10
6.	DELIVERY SCHEDULE.....	10
7.	DISCOUNTS: PRICES SHOWN ARE NET PRICES; BASIC DISCOUNTS HAVE BEEN DEDUCTED.....	10
8.	TRADE AGREEMENTS ACT OF 1979, AS AMENDED.	10
9.	STATEMENT CONCERNING AVAILABILITY OF EXPORT PACKING.	11
10.	SMALL REQUIREMENTS.	11
11.	MAXIMUM ORDER	11
12.	ORDERING PROCEDURES FOR FEDERAL SUPPLY SCHEDULE CONTRACTS.....	11
13.	FEDERAL INFORMATION TECHNOLOGY/TELECOMMUNICATION STANDARDS REQUIREMENTS.....	11
14.	CONTRACTOR TASKS / SPECIAL REQUIREMENTS (C-FSS-370) (NOV 2003).....	12
15.	CONTRACT ADMINISTRATION FOR ORDERING ACTIVITIES.....	13
16.	GSA ADVANTAGE!	13
17.	PURCHASE OF OPEN MARKET ITEMS.	14
18.	CONTRACTOR COMMITMENTS, WARRANTIES AND REPRESENTATIONS.....	14
19.	OVERSEAS ACTIVITIES.....	15
20.	BLANKET PURCHASE AGREEMENTS (BPAS).....	15
21.	CONTRACTOR TEAM ARRANGEMENTS.....	15
22.	INSTALLATION, DEINSTALLATION, REINSTALLATION.	15
23.	SECTION 508 COMPLIANCE.....	16
24.	PRIME CONTRACTOR ORDERING FROM FEDERAL SUPPLY SCHEDULES.....	16
25.	INSURANCE—WORK ON A GOVERNMENT INSTALLATION (JAN 1997)(FAR 52.228-5). 16	
26.	SOFTWARE INTEROPERABILITY.....	17
27.	ADVANCE PAYMENTS.....	17

TERMS AND CONDITIONS APPLICABLE TO INFORMATION TECHNOLOGY (IT) PROFESSIONAL SERVICES (SPECIAL ITEM NUMBER 132-51).....	18
---	----

TERMS AND CONDITIONS APPLICABLE TO HEALTH INFORMATION TECHNOLOGY (IT) SERVICES (SPECIAL ITEM NUMBER 132-56).....	23
---	----

ATTACHMENT I: SIN 132-51 LABOR RATES	27
A) GSA PRICING - CLIENT SITE	27
B) GSA PRICING – SIN 132-51 CONTRACTOR SITE	28
ATTACHMENT II: SIN 132-51 LABOR CATEGORY DESCRIPTIONS	30
ATTACHMENT III: SIN 132-56 LABOR RATES	57
A) GSA PRICING - CLIENT SITE	57
B) GSA PRICING - CONTRACTOR SITE	60
ATTACHMENT IV: SIN 132-56 LABOR CATEGORY DESCRIPTIONS	64
USA COMMITMENT TO PROMOTE SMALL BUSINESS PARTICIPATION PROCUREMENT PROGRAMS	117
BLANKET PURCHASE AGREEMENT.....	119
BASIC GUIDELINES FOR USING “CONTRACTOR TEAM ARRANGEMENTS”	121



ABOUT AVOSYS

AVOSYS Technology Inc. is an 8(a), Small Disadvantaged, Minority Owned, Contracting firm certified by the Small Business Administration (SBA) that provides your Federal, Defense, Healthcare and Commercial enterprise with best-value information technology, medical and management consulting services. Incorporated in 1998 and headquartered in San Antonio, Texas; AVOSYS is made up of a team of technical and business professionals who are committed to the bottom line of ensuring client success by bringing quality and best practices to every project.

Our mission is to provide a unique combination of business experience, public affairs, and technological expertise by leveraging **Smart people** with **Proven technologies** to deliver **Exceptional results**, on-time and within budget. That is the foundation of success on every AVOSYS engagement.

SERVICES OVERVIEW

Our services include: Infrastructure Management and Enterprise Applications and Data Center consolidations, Security and Information Assurance, Healthcare IT, Medical Services, Strategic Planning and Management Consulting and Software/ Systems Engineering and Integration. We draw over fifteen years of diverse, cross-domain past performance, to generate ideas and create IT solutions that address your unique business needs. Our Information Technology and Management consulting professionals understand the nuances of government contracting and the federal technology environment.

AVOSYS' successful track record is built upon a combination of diligence, flexibility, and process; backed by a very proactive approach to staffing, and managing the contracts on which we perform. We employ a variety of tactics to recruit and retain exceptionally qualified team members, which allows us to consistently exceed our clients' expectations. AVOSYS provides a comprehensive employee benefits package, providing national medical insurance and retirement plans with competitive contributions. Our employees have access to latest technology training resources through our certified vendor certifications and partner programs with priority support.

Information Technology (IT)

- Data Center Systems Design and Integration
- Secure, Compliant Private Clouds: IaaS, PaaS, SaaS, Amazon Web Services, Microsoft Azure, Microsoft Office 365
- Software Engineering and Integration
- Agile and SOA Software Development
- Enterprise Architecture Solutions
- Network, Internet, & Extranet Development
- Application Migration & Modernization
- Full-life Cycle Application Support
- Information Assurance, Cyber Security
- Healthcare IT Data and Systems Integration

Medical, Administrative & Management

- Program / Project Management
- Admin, Medical, Billing, Claims, Helpdesk
- Strategic Planning & Change Management
- Training & eLearning Systems
- Business Process Reengineering
- Content, Records & Knowledge Management
- Business Intelligence: KPI, Scorecards, Dashboards, Performance Reporting
- Data Warehouse and Data Mining
- Computer Facilities Management Services
- Desktop & Server Configuration Mgmt.

MICROSOFT COMPETENCIES

In 2010, Microsoft replaced their Gold Partner Program with a new “Gold” and “Silver” competency program to identify partners’ core capabilities. Currently there are more than 400,000 Microsoft partners worldwide eligible to attain these competencies. Of these, fewer than 5% have achieved one or more of the 29 available competencies. AVOSYS has achieved five Gold and Silver competencies. A Microsoft Partner Competency award demonstrates that we’ve met a stringent set of criteria, including specialized certifications and an extensive portfolio of real-world customer references, to be identified as the most skilled partner available in the solution areas we serve.

AVOSYS has been recognized by Microsoft as a Silver Certified, year after year since 2004 and Gold Certified from 2008-2010, with its expertise with following specializations including:

- Advanced Infrastructure Solutions: Active Directory, Systems Management, Storage Solutions, and Windows Desktop and Server Deployments
- Hosting Solutions: IaaS, PaaS, Private Cloud, Virtualization, Windows Azure
- Networking Infrastructure Solutions/Information Worker Solutions including: Portals and Collaboration, Office Deployment, Office Solutions Development, and Search.
- SharePoint Enterprise Portal, Knowledge Management and Business Intelligence
- Online Services Cloud Champion: Office 365 (SaaS): Exchange Online, Sharepoint Online, Lync Online, Windows Intune and CRM Online

WHY CHOOSE AVOSYS?

The Avosys team consistently outworks and outperforms our competitors to deliver best value while exceeding our customer’s expectations. Additionally,

- Avosys brings together the right blend of talent, experience, and complementary skills that enable us to exceed our customer’s requirements
- Since 1998, Avosys has successfully delivered solutions to Federal and a cross domain set of commercial customers, enriching our experience with diverse culture, requirements, and expectations. Avosys has past performance from small businesses to State, Federal and multiple Fortune 500 companies in Healthcare, Insurance, Banking, Transportation, and Professional Services.
- Our SBA certified, 8(a), SDB, and HubZone status make it even easier to do business with us as a direct award or small business set-aside acquisition strategy.
- Avosys works with Certified Smart Workforce: MCP, MCITP, MCSE, MCSA, MCSD, MCDDBA, Security+, A+, PMP CISSP, CASP, CCNA, CCSP, CCNP, CCIE, SixSigma, Citrix, VMWare, Symantec, Cisco, Cloud.
- By Partnering with the world’s leading technology vendors, such as Microsoft, Cisco, Symantec, HP, Dell, Amazon Web Services, we have a better



understanding of vendor strategies, a priority role in vendor support, for proven industry leading solutions.

Learn more at our website: www.Avosys.com

**SPECIAL ITEM NUMBER 132-51 - INFORMATION TECHNOLOGY (IT)
PROFESSIONAL SERVICES
SPECIAL ITEM NUMBER 132-56 – HEALTH INFORMATION TECHNOLOGY
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
FPDS Code D308	Programming Services
FPDS Code D310	IT Backup and Security Services
FPDS Code D311	IT Data Conversion Services
FPDS Code D316	IT Network Management Services
FPDS Code D317	Creation/Retrieval of IT Related Automated News Services
FPDS Code D399	Other Information Technology Services

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.

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 micro purchase threshold, FAR 8.404 requires agencies to consider the catalogs/pricelists of at least three schedule contractors or consider reasonably available information by using the GSA Advantage!™ On-line shopping service (www.gsaadvantage.gov). The catalogs/pricelists, GSA Advantage!™ and the Federal Acquisition Service Home Page (www.gsa.gov/fas) contains 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 micro-purchase threshold, customers are to give preference to small business concerns when two or more items at the same delivered price will satisfy their requirement.

1. GEOGRAPHIC SCOPE OF CONTRACT.

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

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

Offerors are requested to check one of the following boxes:

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

☐ The Geographic Scope of Contract will be overseas delivery only.

☒ **The Geographic Scope of Contract will be domestic delivery only.**

2. CONTRACTOR'S ORDERING ADDRESS AND PAYMENT INFORMATION.

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:

Avosys Technology Inc.
4201 Medical Drive, Ste. 400
San Antonio TX 78229
Phone: (877) 2-Avosys Fax: (877) 2-Avosys
Internet Address: www.avosys.com
Email: info@avosys.com

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: Order/Modification Under Federal Schedule Contract

Block 16: Data Universal Numbering System (DUNS) Number: 100080998

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

Block 37: Contractor's Taxpayer Identification Number (TIN): 91-1917371

4a. CAGE Code: 663X1

4b. Avosys has registered in the System for Award Management (SAM) 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 NUMBERS	DELIVERY TIME (Days ARO)
132-51, 132-56	As Negotiated

b. URGENT REQUIREMENTS: When the Federal Supply Schedule contract delivery period does not meet the bona fide urgent delivery requirements of an ordering activity, ordering activities are encouraged, if time permits, to contact the Contractor for the purpose of obtaining accelerated delivery. The Contractor shall reply to the inquiry within 3 workdays after receipt. (Telephonic replies shall be confirmed by the Contractor in writing.) If the Contractor offers an accelerated delivery time acceptable to the ordering activity, any order(s) placed pursuant to the agreed upon accelerated delivery time frame shall be delivered within this shorter delivery time and in accordance with all other terms and conditions of the contract.

7. DISCOUNTS: PRICES SHOWN ARE NET PRICES; BASIC DISCOUNTS HAVE BEEN DEDUCTED.

- a. Prompt Payment: 1.5%, Net 10; or Net 30 days from receipt of invoice or date of acceptance, whichever is later.
- b. Quantity: None
- c. Dollar Volume: 1% (\$500,000 - \$1,000,000) 2% (>\$1,000,001)
- d. Other Special Discounts: 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.

Not Applicable. Overseas shipment will not be provided under this contract.

10. SMALL REQUIREMENTS.

The minimum dollar of orders to be issued is \$100

11. MAXIMUM ORDER

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

- a. The Maximum Order for the following Special Item Numbers (SINs) is \$500,000:
- SIN 132-51 - Information Technology Professional Services
 - SIN 132-56 – Health Information Technology Services

12. ORDERING PROCEDURES FOR FEDERAL SUPPLY SCHEDULE CONTRACTS.

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

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

13. FEDERAL INFORMATION TECHNOLOGY/TELECOMMUNICATION STANDARDS REQUIREMENTS.

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

13.1 FEDERAL INFORMATION PROCESSING STANDARDS PUBLICATIONS (FIPS PUBS):

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

(NTIS), 5285 Port Royal Road, Springfield, Virginia 22161. FIPS PUBS include voluntary standards when these are adopted for Federal use. Individual orders for FIPS PUBS should be referred to the NTIS Sales Office, and orders for subscription service should be referred to the NTIS Subscription Officer, both at the above address, or telephone number (703) 487-4650.

13.2 FEDERAL TELECOMMUNICATION STANDARDS (FED-STDS):

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

14. CONTRACTOR TASKS / SPECIAL REQUIREMENTS (C-FSS-370) (NOV 2003).

- (a) Security Clearances: The Contractor may be required to obtain/possess varying levels of security clearances in the performance of orders issued under this contract. All costs associated with obtaining/possessing such security clearances should be factored into the price offered under the Multiple Award Schedule.
- (b) Travel: The Contractor may be required to travel in performance of orders issued under this contract. Allowable travel and per diem charges are governed by Pub .L. 99-234 and FAR Part 31, and are reimbursable by the ordering agency or can be priced as a fixed price item on orders placed under the Multiple Award Schedule. Travel in performance of a task order will only be reimbursable to the extent authorized by the ordering agency. The Industrial Funding Fee does NOT apply to travel and per diem charges.
- (c) Certifications, Licenses and Accreditations: As a commercial practice, the Contractor may be required to obtain/possess any variety of certifications, licenses and accreditations for specific FSC/service code classifications offered. All costs associated with obtaining/ possessing such certifications, licenses and accreditations should be factored into the price offered under the Multiple Award Schedule program.
- (d) Insurance: As a commercial practice, the Contractor may be required to obtain/possess insurance coverage for specific FSC/service code classifications offered. All costs associated with obtaining/possessing such insurance should be factored into the price offered under the Multiple Award Schedule program.

- (e) **Personnel:** The Contractor may be required to provide key personnel, resumes or skill category descriptions in the performance of orders issued under this contract. Ordering activities may require agency approval of additions or replacements to key personnel.
- (f) **Organizational Conflicts of Interest:** Where there may be an organizational conflict of interest as determined by the ordering agency, the Contractor's participation in such order may be restricted in accordance with FAR Part 9.5.
- (g) **Documentation/Standards:** The Contractor may be requested to provide products or services in accordance with rules, regulations, OMB orders, standards and documentation as specified by the agency's order.
- (h) **Data/Deliverable Requirements:** Any required data/deliverables at the ordering level will be as specified or negotiated in the agency's order.
- (i) **Government-Furnished Property:** As specified by the agency's order, the Government may provide property, equipment, materials or resources as necessary.
- (j) **Availability of Funds:** Many Government agencies' operating funds are appropriated for a specific fiscal year. Funds may not be presently available for any orders placed under the contract or any option year. The Government's obligation on orders placed under this contract is contingent upon the availability of appropriated funds from which payment for ordering purposes can be made. No legal liability on the part of the Government for any payment may arise until funds are available to the ordering Contracting Officer.
- (k) **Overtime:** For professional services, the labor rates in the Schedule should not vary by virtue of the Contractor having worked overtime. For services applicable to the Service Contract Act (as identified in the Schedule), the labor rates in the Schedule will vary as governed by labor laws (usually assessed a time and a half of the labor rate).

15. CONTRACT ADMINISTRATION FOR ORDERING ACTIVITIES.

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

16. GSA ADVANTAGE!

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

- (1) Manufacturer;
- (2) Manufacturer's Part Number; and
- (3) Product categories.

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

17. PURCHASE OF OPEN MARKET ITEMS.

NOTE: Open Market Items are also known as incidental items, noncontract items, non-Schedule items, and items not on a Federal Supply Schedule contract. Ordering Activities procuring open market items must follow FAR 8.402(f).

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

- (1) All applicable acquisition regulations pertaining to the purchase of the items not on the Federal Supply Schedule have been followed (e.g., publicizing (Part 5), competition requirements (Part 6), acquisition of commercial items (Part 12), contracting methods (Parts 13, 14, and 15), and small business programs (Part 19));
- (2) The ordering activity contracting officer has determined the price for the items not on the Federal Supply Schedule is fair and reasonable;
- (3) The items are clearly labeled on the order as items not on the Federal Supply Schedule; and
- (4) All clauses applicable to items not on the Federal Supply Schedule are included in the order.

18. CONTRACTOR COMMITMENTS, WARRANTIES AND REPRESENTATIONS.

- a. For the purpose of this contract, commitments, warranties and representations include, in addition to those agreed to for the entire schedule contract:
 - (1) Time of delivery/installation quotations for individual orders;
 - (2) Technical representations and/or warranties of products concerning performance, total system performance and/or configuration, physical, design and/or functional characteristics and capabilities of a product/equipment/service/software package submitted in response to requirements which result in orders under this schedule contract.
 - (3) Any representations and/or warranties concerning the products made in any literature, description, drawings and/or specifications furnished by the Contractor.
- b. The above is not intended to encompass items not currently covered by the GSA Schedule contract.
- c. The maintenance/repair service provided is the standard commercial terms and conditions for the type of products and/or services awarded.

19. OVERSEAS ACTIVITIES.

The terms and conditions of this contract shall apply to all orders for installation, maintenance and repair of equipment in areas listed in the pricelist outside the 48 contiguous states and the District of Columbia, except as indicated below:

Not Applicable

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

20. BLANKET PURCHASE AGREEMENTS (BPAs).

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

21. CONTRACTOR TEAM ARRANGEMENTS.

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

22. INSTALLATION, DEINSTALLATION, REINSTALLATION.

The Davis-Bacon Act (40 U.S.C. 276a-276a-7) provides that contracts in excess of \$2,000 to which the United States or the District of Columbia is a party for construction, alteration, or repair (including painting and decorating) of public buildings or public works with the United States, shall contain a clause that no laborer or mechanic employed directly upon the site of the work shall receive less than the prevailing wage rates as determined by the Secretary of Labor. The requirements of the Davis-Bacon Act do not apply if the construction work is incidental to the furnishing of supplies, equipment, or services. For example, the requirements do not apply to simple installation or alteration of a public building or public work that is incidental to furnishing supplies or equipment under a supply contract. However, if the construction, alteration or repair is segregable and exceeds \$2,000, then the requirements of the Davis-Bacon Act applies.

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

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):

<http://www.Avosys.com>

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

24. PRIME CONTRACTOR ORDERING FROM FEDERAL SUPPLY SCHEDULES.

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

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

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

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

- (a) The Contractor shall, at its own expense, provide and maintain during the entire performance of this contract, at least the kinds and minimum amounts of insurance required in the Schedule or elsewhere in the contract.
- (b) Before commencing work under this contract, the Contractor shall notify the Contracting Officer in writing that the required insurance has been obtained. The policies evidencing required insurance shall contain an endorsement to the effect that any cancellation or any material change adversely affecting the Government's interest shall not be effective—
 - (1) For such period as the laws of the State in which this contract is to be performed prescribe; or

- (2) Until 30 days after the insurer or the Contractor gives written notice to the Contracting Officer, whichever period is longer.
- (c) The Contractor shall insert the substance of this clause, including this paragraph (c), in subcontracts under this contract that require work on a Government installation and shall require subcontractors to provide and maintain the insurance required in the Schedule or elsewhere in the contract. The Contractor shall maintain a copy of all subcontractors' proofs of required insurance, and shall make copies available to the Contracting Officer upon request.

26. SOFTWARE INTEROPERABILITY.

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

27. ADVANCE PAYMENTS.

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

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

1. SCOPE.

- a. The prices, terms and conditions stated under Special Item Number 132-51 Information Technology Professional Services apply exclusively to IT/IAM Professional Services within the scope of this Information Technology Schedule.
- b. The Contractor shall provide services at the Contractor's facility and/or at the ordering activity location, as agreed to by the Contractor and the ordering activity.

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

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

3. ORDER.

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

4. PERFORMANCE OF SERVICES.

- a. The Contractor shall commence performance of services on the date agreed to by the Contractor and the ordering activity.
- b. The Contractor agrees to render services only during normal working hours, unless otherwise agreed to by the Contractor and the ordering activity.

- c. The ordering activity should include the criteria for satisfactory completion for each task in the Statement of Work or Delivery Order. Services shall be completed in a good and workmanlike manner.
- d. Any Contractor travel required in the performance of IT/IAM Services must comply with the Federal Travel Regulation or Joint Travel Regulations, as applicable, in effect on the date(s) the travel is performed. Established Federal Government per diem rates will apply to all Contractor travel. Contractors cannot use GSA city pair contracts.

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

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

6. INSPECTION OF SERVICES.

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

7. RESPONSIBILITIES OF THE CONTRACTOR.

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

8. RESPONSIBILITIES OF THE ORDERING ACTIVITY.

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

9. INDEPENDENT CONTRACTOR.

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

10. ORGANIZATIONAL CONFLICTS OF INTEREST.

c. 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.

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

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

11. INVOICES.

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

12. PAYMENTS.

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

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

13. RESUMES.

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

14. INCIDENTAL SUPPORT COSTS.

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

15. APPROVAL OF SUBCONTRACTS.

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

16. DESCRIPTION OF IT/IAM PROFESSIONAL SERVICES AND PRICING.

- a. The Contractor shall provide a description of each type of IT/IAM Service offered under Special Item Numbers 132-51 IT/IAM 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/IAM 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, and 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

TERMS AND CONDITIONS APPLICABLE TO HEALTH INFORMATION TECHNOLOGY (IT) SERVICES (SPECIAL ITEM NUMBER 132-56)

Avosys' offering of services through the Health IT SIN are in accordance with the following laws and standards when applicable to the specific task orders, including but not limited to:

- *Health Information Technology for Economic and Clinical Health Act of 2009 (HITECH)*
- *The Health Insurance Portability and Accountability Act of 1996 (HIPAA)*
- *National Institute of Standards and Technology (NIST) Federal Information Processing Standards (FIPS) and Special Publications*
- *Federal Information Security Management Act (FISMA) of 2002*

1. SCOPE.

- a. The labor categories, prices, terms and conditions stated under Special Item Number 132-56 Health Information Technology Services apply exclusively to Health IT Services within the scope of this Information Technology Schedule.
- b. This SIN is limited to Health IT Services only. Software and hardware products are out of scope. Hardware and software can be acquired through different Special Item Numbers on IT Schedule 70 (e.g. 132-32, 132-33, 132-8).
- c. This SIN provides ordering activities with access to Health IT services.
- d. Health IT Services provided under this SIN shall comply with all Healthcare certifications and industry standards as applicable at the task order level.
- e. 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. ORDER

- a. Agencies may use written orders, Electronic Data Interchange (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.

3. PERFORMANCE OF SERVICES

- a. The Contractor shall commence performance of services on the date agreed to by the Contractor and the ordering activity. All Contracts will be fully funded.

- 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 Health 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. All travel will be agreed upon with the client prior to the Contractor's travel.

4. 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.

5. 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.

6. RESPONSIBILITIES OF THE ORDERING ACTIVITY

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

7. INDEPENDENT CONTRACTOR

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

8. 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.

- c. 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.

9. INVOICES

The Contractor, upon completion of the work ordered, shall submit invoices for Health 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.

10. RESUMES

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

11. INCIDENTAL SUPPORT COSTS

Incidental support costs are not considered part of 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.

12. 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.

13. DESCRIPTION OF HEALTH IT SERVICES AND PRICING

- a. The Contractor shall provide a description of each type of Health IT Service offered under Special Item Numbers 132-56 Health IT Services and it 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 Health IT 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: Health IT Subject Matter Expert

Minimum Experience: Ten (10) years.

Functional Responsibilities: Significant information technology consulting and clinical information system strategy and implementation experience. Experienced in client engagements representing a wide array of activities, related to professional information technology projects, in a healthcare/clinical environment, including strategic planning related to information technology systems and/or software, governance, process design/redesign, clinical content development, and communications and training strategies for information technology solutions.

Minimum Education: Medical Doctor or Doctor of Osteopathic Medicine.

ATTACHMENT I: SIN 132-51 LABOR RATES

A) GSA PRICING - CLIENT SITE

LABOR CATEGORY	CLIENT SITE RATES				
	2/18/13- 2/27/14	2/18/14- 2/27/15	2/18/15- 2/27/16	2/18/16- 2/27/17	2/18/17- 2/27/18
Administrative Assistant II	\$42.56	\$43.84	\$45.16	\$46.51	\$47.91
Application Engineer I	\$89.95	\$92.65	\$95.43	\$98.29	\$101.24
Application Engineer II	\$120.90	\$124.53	\$128.27	\$132.12	\$136.08
Business Analyst I	\$91.88	\$94.64	\$97.48	\$100.40	\$103.41
Business Analyst II	\$120.90	\$124.53	\$128.27	\$132.12	\$136.08
Configuration Specialist	\$91.88	\$94.64	\$97.48	\$100.40	\$103.41
Consultant I	\$120.90	\$124.53	\$128.27	\$132.12	\$136.08
Consultant II	\$145.08	\$149.43	\$153.91	\$158.53	\$163.29
Consultant III	\$175.68	\$180.95	\$186.38	\$191.97	\$197.73
Consultant IV	\$227.29	\$234.11	\$241.13	\$248.36	\$255.81
Database Administrator I	\$89.95	\$92.65	\$95.43	\$98.29	\$101.24
Database Engineer I	\$91.88	\$94.64	\$97.48	\$100.40	\$103.41
Database Engineer II	\$115.10	\$118.55	\$122.11	\$125.77	\$129.54
Database Manager	\$145.08	\$149.43	\$153.91	\$158.53	\$163.29
Enterprise Systems Infrastructure Architect	\$297.97	\$306.91	\$316.12	\$325.60	\$335.37
Helpdesk Technician I	\$42.56	\$43.84	\$45.16	\$46.51	\$47.91
Helpdesk Technician II	\$54.16	\$55.78	\$57.45	\$59.17	\$60.95
Helpdesk Technician III	\$82.21	\$84.68	\$87.22	\$89.84	\$92.54
Helpdesk Technician IV	\$89.01	\$91.68	\$94.43	\$97.26	\$100.18
Information Assurance Expert I	\$82.21	\$84.68	\$87.22	\$89.84	\$92.54
Information Assurance Expert II	\$91.88	\$94.64	\$97.48	\$100.40	\$103.41
Information Security Engineer I	\$120.90	\$124.53	\$128.27	\$132.12	\$136.08
Information Security Engineer II	\$145.08	\$149.43	\$153.91	\$158.53	\$163.29
Network Administrator I	\$82.21	\$84.68	\$87.22	\$89.84	\$92.54
Network Administrator II	\$91.88	\$94.64	\$97.48	\$100.40	\$103.41
Network Engineer I	\$117.12	\$120.63	\$124.25	\$127.98	\$131.82
Network Engineer II	\$140.55	\$144.77	\$149.11	\$153.58	\$158.19
Program Manager	\$145.08	\$149.43	\$153.91	\$158.53	\$163.29
Project Manager	\$120.90	\$124.53	\$128.27	\$132.12	\$136.08
Project Manager Senior	\$145.08	\$149.43	\$153.91	\$158.53	\$163.29
Quality Assurance Specialist Junior	\$56.10	\$57.78	\$59.51	\$61.30	\$63.14
Systems Analyst I	\$65.77	\$67.74	\$69.77	\$71.86	\$74.02

Software Engineer I	\$67.46	\$69.48	\$71.56	\$73.71	\$75.92
Software Engineer II	\$91.88	\$94.64	\$97.48	\$100.40	\$103.41
Software Engineer III	\$116.06	\$119.54	\$123.13	\$126.82	\$130.62
Systems Administrator I	\$82.21	\$84.68	\$87.22	\$89.84	\$92.54
Systems Administrator II	\$91.88	\$94.64	\$97.48	\$100.40	\$103.41
Systems Engineer I	\$117.12	\$120.63	\$124.25	\$127.98	\$131.82
Systems Engineer II	\$145.08	\$149.43	\$153.91	\$158.53	\$163.29
Subject Matter Expert I	\$120.90	\$124.53	\$128.27	\$132.12	\$136.08
Subject Matter Expert II	\$145.08	\$149.43	\$153.91	\$158.53	\$163.29
Subject Matter Expert III	\$239.87	\$247.07	\$254.48	\$262.11	\$269.97
Technical Writer I	\$54.16	\$55.78	\$57.45	\$59.17	\$60.95

*Rates include the Industrial Funding Fee (IFF).

B) GSA PRICING – SIN 132-51 CONTRACTOR SITE

LABOR CATEGORY	CONTRACTOR SITE RATES				
	2/18/13- 2/27/14	2/18/14- 2/27/15	2/18/15- 2/27/16	2/18/16- 2/27/17	2/18/17- 2/27/18
Administrative Assistant II	\$50.22	\$51.73	\$53.28	\$54.88	\$56.53
Application Engineer I	\$106.14	\$109.32	\$112.60	\$115.98	\$119.46
Application Engineer II	\$142.66	\$146.94	\$151.35	\$155.89	\$160.57
Business Analyst I	\$108.42	\$111.67	\$115.02	\$118.47	\$122.02
Business Analyst II	\$142.66	\$146.94	\$151.35	\$155.89	\$160.57
Configuration Specialist	\$108.42	\$111.67	\$115.02	\$118.47	\$122.02
Consultant I	\$142.66	\$146.94	\$151.35	\$155.89	\$160.57
Consultant II	\$171.19	\$176.33	\$181.62	\$187.07	\$192.68
Consultant III	\$207.31	\$213.53	\$219.94	\$226.54	\$233.34
Consultant IV	\$268.20	\$276.25	\$284.54	\$293.08	\$301.87
Database Administrator I	\$106.14	\$109.32	\$112.60	\$115.98	\$119.46
Database Engineer I	\$108.42	\$111.67	\$115.02	\$118.47	\$122.02
Database Engineer II	\$135.81	\$139.88	\$144.08	\$148.40	\$152.85
Database Manager	\$171.19	\$176.33	\$181.62	\$187.07	\$192.68
Enterprise Systems Infrastructure Architect	\$351.60	\$362.15	\$373.01	\$384.20	\$395.73
Helpdesk Technician I	\$50.22	\$51.73	\$53.28	\$54.88	\$56.53
Helpdesk Technician II	\$63.91	\$65.83	\$67.80	\$69.83	\$71.92
Helpdesk Technician III	\$97.01	\$99.92	\$102.92	\$106.01	\$109.19
Helpdesk Technician IV	\$105.03	\$108.18	\$111.43	\$114.77	\$118.21
Information Assurance Expert I	\$97.01	\$99.92	\$102.92	\$106.01	\$109.19

Information Assurance Expert II	\$108.42	\$111.67	\$115.02	\$118.47	\$122.02
Information Security Engineer I	\$142.66	\$146.94	\$151.35	\$155.89	\$160.57
Information Security Engineer II	\$171.19	\$176.33	\$181.62	\$187.07	\$192.68
Network Administrator I	\$97.01	\$99.92	\$102.92	\$106.01	\$109.19
Network Administrator II	\$108.42	\$111.67	\$115.02	\$118.47	\$122.02
Network Engineer I	\$138.20	\$142.35	\$146.62	\$151.02	\$155.55
Network Engineer II	\$165.84	\$170.82	\$175.94	\$181.22	\$186.66
Program Manager	\$171.19	\$176.33	\$181.62	\$187.07	\$192.68
Project Manager	\$142.66	\$146.94	\$151.35	\$155.89	\$160.57
Project Manager Senior	\$171.19	\$176.33	\$181.62	\$187.07	\$192.68
Quality Assurance Specialist Junior	\$66.20	\$68.19	\$70.24	\$72.35	\$74.52
Systems Analyst I	\$77.61	\$79.94	\$82.34	\$84.81	\$87.35
Software Engineer I	\$79.61	\$82.00	\$84.46	\$86.99	\$89.60
Software Engineer II	\$108.42	\$111.67	\$115.02	\$118.47	\$122.02
Software Engineer III	\$136.96	\$141.07	\$145.30	\$149.66	\$154.15
Systems Administrator I	\$97.01	\$99.92	\$102.92	\$106.01	\$109.19
Systems Administrator II	\$108.42	\$111.67	\$115.02	\$118.47	\$122.02
Systems Engineer I	\$138.20	\$142.35	\$146.62	\$151.02	\$155.55
Systems Engineer II	\$171.19	\$176.33	\$181.62	\$187.07	\$192.68
Subject Matter Expert I	\$142.66	\$146.94	\$151.35	\$155.89	\$160.57
Subject Matter Expert II	\$171.19	\$176.33	\$181.62	\$187.07	\$192.68
Subject Matter Expert III	\$283.04	\$291.53	\$300.28	\$309.29	\$318.57
Technical Writer I	\$63.91	\$65.83	\$67.80	\$69.83	\$71.92

*Rates include the Industrial Funding Fee (IFF).

ATTACHMENT II: SIN 132-51 LABOR CATEGORY DESCRIPTIONS

Commercial Job Title:	Administrative Assistant II
Minimum/General Experience:	2 Years of Administrative Experience
Functional Responsibility:	Conducts a variety of clerical and other administrative tasks. Plans and coordinates IT project meetings as directed. Makes travel arrangements for staff performing IT work. Attends project meetings, recording meeting minutes and action items for IT projects. Assists in the development of project reports and briefing, including writing initial drafts for review from notes and verbal direction and providing graphical representation of project status. Prepares budget, cost, and other spreadsheets. Provides word processing support as needed for data conversion, records or data management, and non-technical documentation related to IT projects. Provides executive level administrative support to program and IT technical staff by maintaining files, preparing correspondence, scheduling travel and other activities as directed by the IT Program Manager.
Minimum Education:	High School Diploma or equivalent

Commercial Job Title:	Application Engineer I
Minimum/General Experience:	1 Year of related Technical Experience
Functional Responsibility:	Develops and customizes application servers and toolsets to enhance business processes, including workflow development, knowledge and data management. Research, test and report capabilities of technology products, application server and toolsets, with business analysts to map business and functional requirements. Develops and applies departmental and organization-wide business modernization and process improvements models for use in designing and customizing integrated, shared application servers and knowledge and data management systems. Analyzes and resolves application software and toolset issues.

	Relies on experience and judgment to plan and accomplish goals. Can solve simple problems, and most often times will require direct supervision provided by more experienced personnel.
Minimum Education:	Bachelors Degree in Computer Science, Information Systems, Business or equivalent field.

Commercial Job Title:	Application Engineer II
Minimum/General Experience:	3 Years of related Technical Experience
Functional Responsibility:	<p>Develops and customizes application servers and toolsets to enhance business processes, including workflow development, knowledge and data management. Research, test and report capabilities of technology products, application server and toolsets, with business analysts to map business and functional requirements.</p> <p>Develops and applies departmental and organization-wide business modernization and process improvements models for use in designing and customizing integrated, shared application servers and knowledge and data management systems. Analyzes and resolves application software and toolset issues. Relies on experience and judgment to plan and accomplish goals. Can complete tasks of intermediate complexity alone, and may only require supervision provided by more experienced personnel for more complex problems.</p>
Minimum Education:	Bachelors Degree in Computer Science, Information Systems, Business or equivalent field

Commercial Job Title:	Business Analyst I
Minimum/General Experience:	1 Year of related Technical Experience
Functional Responsibility:	Works with multiple IT departments/sources to research, collect, identify and report software or

	system requirements using interviews, document analysis, requirements workshops, surveys, site visits, business process descriptions, use cases, scenarios, business analysis, task and workflow analysis. Critically evaluates information gathered, reconcile conflicts; decomposes high-level information into detail functional and development or system requirements. Assist IT project managers with project plan, version scopes and timelines Work with development or systems team to implement requirements related to IT projects. Can solve simple problems, and most often times will require direct supervision provided by more experienced personnel.
Minimum Education:	Bachelors Degree in related field

Commercial Job Title:	Business Analyst II
Minimum/General Experience:	3 Years of related Technical Experience
Functional Responsibility:	Works with multiple departments/sources to research, collect, identify and report software or system requirements using interviews, document analysis, requirements workshops, surveys, site visits, business process descriptions, use cases, scenarios, business analysis, task and workflow analysis. Critically evaluates information gathered, reconcile conflicts; decomposes high-level information into detail functional and development or system requirements. Assist project managers with project plan, version scopes and timelines Work with development or systems team to implement requirements. Can complete tasks of intermediate complexity alone, and may only require supervision provided by more experienced personnel for more complex problems.
Minimum Education:	Bachelors Degree in related field

Commercial Job Title:	Configuration Specialist
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Minimum/General Experience:	3 Years of related Technical Experience
Functional Responsibility:	Configures, maintains and controls baselines for IT systems or applications to ensure internal processes and IT operations are functional and effective. Designs and develops implementation and maintenance procedures. May also assist with systems monitoring, change management and performance optimization activities.
Minimum Education:	Associate Degree in related field

Commercial Job Title:	Consultant I
Minimum/General Experience:	2 Years of related Technical Experience
Functional Responsibility:	Provides executive decision support in two or more functional areas related to IT program management, technology systems design and change management to help customer evaluate and achieve a specific solution in accordance with current political, economic and technical environment. Leverages subject matter expertise in technical, functional, or domain areas in support of one or more executive level client requirements. Presents executive lectures, briefings, discussions, speeches, and similar requirements by drawing on subject matter expertise in one or more technical, functional, or domain areas. This position will not perform managerial duties.
Minimum Education:	Bachelors Degree in related field

Commercial Job Title:	Consultant II
Minimum/General Experience:	4 Years of related Technical Experience
Functional Responsibility:	Provides executive decision support in two or more functional areas related to IT program management, technology systems design and change management to help customer evaluate and achieve a specific solution in accordance with current political, economic and

	technical environment. Leverages subject matter expertise in technical, functional, or domain areas in support of one or more executive level client requirements. Presents executive lectures, briefings, discussions, speeches, and similar requirements by drawing on subject matter expertise in one or more technical, functional, or domain areas. This position may perform managerial duties in a limited capacity.
Minimum Education:	Bachelors Degree in related field

Commercial Job Title:	Consultant III
Minimum/General Experience:	6 Years of related Technical Experience
Functional Responsibility:	Provides executive decision support in two or more functional areas related to IT program management, technology systems design and change management to help customer evaluate and achieve a specific solution in accordance with current political, economic and technical environment. Leverages subject matter expertise in technical, functional, or domain areas in support of one or more executive level client requirements. Presents executive lectures, briefings, discussions, speeches, and similar requirements by drawing on subject matter expertise in one or more technical, functional, or domain areas. This position will perform managerial duties with limited required support from more experienced personnel.
Minimum Education:	Bachelors Degree in related field

Commercial Job Title:	Consultant IV
Minimum/General Experience:	8 Years of related Technical Experience
Functional Responsibility:	Provides executive decision support in two or more functional areas related to IT program management, technology systems design and change management to help customer evaluate and achieve a specific solution

	in accordance with current political, economic and technical environment. Leverages subject matter expertise in technical, functional, or domain areas in support of one or more executive level client requirements. Presents executive lectures, briefings, discussions, speeches, and similar requirements by drawing on subject matter expertise in one or more technical, functional, or domain areas. This position will perform managerial duties with no required support or supervision.
Minimum Education:	Bachelors Degree in related field

Commercial Job Title:	Database Administrator I
Minimum/General Experience:	2 Years of related Technical Experience
Functional Responsibility:	Develops and documents standard operating procedures for all DBA activities; implementing and maintaining databases documenting design and configuration; including implementing database security integrated with organization's identity and access systems for protecting data confidentiality in database management systems. Works with database experts to assist in implementation and monitoring of replicated and clustered database systems for high availability. Assists in resolution of database servers related issues and performance tuning. Develops and conducts procedures for database backups and restores. Can solve simple problems, and most often times will require direct supervision provided by more experienced personnel. Can complete tasks of simple complexity alone, and will require supervision provided by more experienced personnel for more complex problems.
Minimum Education:	Bachelors Degree in related field

Commercial Job Title:	Database Engineer I
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Minimum/General Experience:	2 Years of related Technical Experience
Functional Responsibility:	Participation in all phases of the database development life cycle, including the data model design, physical schema implementation, database development, integration, testing, production operation, performance tuning, and assisting in the resolution of database related issues. Designs and implementing database software security features for protecting data confidentiality in database management systems. Designs logical data models, implementing physical schema, and implementing and maintaining databases. Create databases, table spaces; creating and maintaining instances and schemas; evaluating logical data models and creating physical models and report production. Coordinates development with business analysts, system and application programmers and other users. Can complete tasks of simple complexity alone, and will require supervision provided by more experienced personnel for more complex problems.
Minimum Education:	Bachelors Degree in related field

Commercial Job Title:	Database Engineer II
Minimum/General Experience:	4 Years of related Technical Experience
Functional Responsibility:	Participation in all phases of the database development life cycle, including the data model design, physical schema implementation, database development, integration, testing, production operation, performance tuning, and assisting in the resolution of database related issues. Designs and implementing database software security features for protecting data confidentiality in database management systems. Designs logical data models, implementing physical schema, and implementing and maintaining databases. Create databases, table spaces; creating and maintaining instances and schemas; evaluating logical data models and creating physical models and report production. Coordinates development with business analysts, system and application programmers and

	other users. Can complete tasks of intermediate complexity alone, and may only require supervision provided by more experienced personnel for more complex problems.
Minimum Education:	Bachelors Degree in related field

Commercial Job Title:	Database Manager
Minimum/General Experience:	4 Years of related Technical Experience
Functional Responsibility:	Manages the implementation and maintenance of the physical database including but not limited to the receipt, development, storage, control, and distribution of all project related data. Manages team of Database Engineers and database administrators. Designs and develops the physical implementation and maintenance procedures. Develops and administers the Change Management plan for software and hardware systems plus implements instructions for assigned programs. Manages change of configuration baselines, engineering release system, configuration version development. Responsible for improving the effectiveness of the database tools and services, including transaction performance, high availability and data protection.
Minimum Education:	Bachelors Degree in related field

Commercial Job Title:	Enterprise Systems Infrastructure Architect
Minimum/General Experience:	7 Years of related Technical Experience
Functional Responsibility:	Designs and develops complex business solutions using a variety of computer technologies. Independently performs a variety of system design and engineering tasks which are broad in nature and are concerned with design and implementation of major enterprise systems development and integration, including supporting personnel, hardware, software, and support facilities and/or equipment. Considered a Subject Matter Expert

	<p>(SME) in one or more specific areas of computer system design and networking.</p> <p>Applies knowledge of complex concepts and techniques to develop and implement automated solutions to engineering, scientific, or business data acquisition and management problems. Uses scientific and engineering logic to independently identify conceptual or theoretical solutions to problems of technology systems hardware or software design and operation. Evaluates and recommends optimum solutions balancing specific project needs with economic constraints. Formulates architectural design, functional specification, interfaces and documentation of computer systems considering system interrelationships, operating modes, and equipment configurations. Responsible for developing project plans, justifications, guidelines, and controls.</p>
Minimum Education:	Bachelors Degree in related field

Commercial Job Title:	Helpdesk Technician I
Minimum/General Experience:	1 Year of related Technical Experience
Functional Responsibility:	<p>Performs daily user support for hardware and software issues over the telephone and in person. Responds to user trouble tickets based on established service level agreements. Able to use common helpdesk software applications to track all aspects of trouble tickets, including histories and problem resolution information. Assists users with installation and configuration issues relating to supported software applications and standard hardware configurations as well as general network access. Senior level specialists may be used to direct the activities of other specialists and handle escalated trouble tickets. Can complete tasks of simple complexity alone, and will require supervision provided by more experienced personnel for more complex problems.</p>
Minimum Education:	High School Diploma or equivalent

Commercial Job Title:	Helpdesk Technician II

Minimum/General Experience:	2 Years of related Technical Experience
Functional Responsibility:	Performs daily user support for hardware and software issues over the telephone and in person. Responds to user trouble tickets based on established service level agreements. Able to use common helpdesk software applications to track all aspects of trouble tickets, including histories and problem resolution information. Assists users with installation and configuration issues relating to supported software applications and standard hardware configurations as well as general network access. Senior level specialists may be used to direct the activities of other specialists and handle escalated trouble tickets. Can complete tasks of intermediate complexity alone, and may only require supervision provided by more experienced personnel for more complex problems.
Minimum Education:	High School Diploma or equivalent

Commercial Job Title:	Helpdesk Technician III
Minimum/General Experience:	3 Years of related Technical Experience
Functional Responsibility:	Performs daily user support for hardware and software issues over the telephone and in person. Responds to user trouble tickets based on established service level agreements. Able to use common helpdesk software applications to track all aspects of trouble tickets, including histories and problem resolution information. Assists users with installation and configuration issues relating to supported software applications and standard hardware configurations as well as general network access. Can handle more complex trouble tickets with minimal supervision.
Minimum Education:	Associates Degree in Computer Science or equivalent

Commercial Job Title:	Helpdesk Technician IV

Minimum/General Experience:	4 Years of related Technical Experience
Functional Responsibility:	Performs daily user support for hardware and software issues over the telephone and in person. Responds to user trouble tickets based on established service level agreements. Able to use common helpdesk software applications to track all aspects of trouble tickets, including histories and problem resolution information. Assists users with installation and configuration issues relating to supported software applications and standard hardware configurations as well as general network access. Can handle more complex trouble tickets with no supervision required.
Minimum Education:	Associates Degree in Computer Science or equivalent

Commercial Job Title:	Information Assurance Expert I
Minimum/General Experience:	2 Years of related Technical Experience
Functional Responsibility:	<p>Supports the design, development, and maintenance of integrated security system toolsets and solutions. Performs specialized functions related to the security of information systems, LANs, Metropolitan LANs, and Wide Area Networks. As a minimum these tasks include, risk analysis/assessment, development of system security plans, delivery of or identification of security/software courses and training, and disaster recovery/contingency planning.</p> <p>Provides support related to computer systems to protect data from unauthorized users. Audit operational, access and security logs. Identifies, reports, and resolves security violations. Knowledgeable with standard concepts, practices, and procedures with systems security. This position will not perform management duties.</p>
Minimum Education:	Bachelors Degree or equivalent

Commercial Job Title:	Information Assurance Expert II
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Minimum/General Experience:	4 Years of related Technical Experience
Functional Responsibility:	<p>Supports the design, development, and maintenance of integrated security system toolsets and solutions. Performs specialized functions related to the security of information systems, LANs, Metropolitan LANs, and Wide Area Networks. As a minimum these tasks include, risk analysis/assessment, development of system security plans, delivery of or identification of security/software courses and training, and disaster recovery/contingency planning.</p> <p>Provides support related to computer systems to protect data from unauthorized users. Identifies, reports, and resolves security violations. Audit operational, access and security logs. Knowledgeable with standard concepts, practices, and procedures with systems security. This position may perform management duties in a limited capacity.</p>
Minimum Education:	Bachelors Degree

Commercial Job Title:	Information Security Engineer I
Minimum/General Experience:	2 Years of related Technical Experience
Functional Responsibility:	<p>Experience includes providing independent assessment overview of the implementation of the policy and procedures associated with the enterprise system software, security on operating systems and network devices, and the analysis of security vulnerabilities identifying recommendations for the remedy of the particular environment. Provides support to one or several areas such as: analysis of mission requirements, secure architecture design, organizational and vulnerability assessments, intelligence and threat analysis; system security/network analysis, firewall implementation/configuration, physical security analysis of facilities, emergency preparedness, security assessment/risk analysis, security design of local area networks and wide area networks, security analysis of network operating systems and applications, continuity of operations, planning, disaster recovery, identity,</p>

	credential, and access management (ICAM), and computer security policies development and implementation. Can solve simple problems alone, and most often times will require direct supervision provided by more experienced personnel.
Minimum Education:	Bachelors Degree in Information Security, Computer Science or equivalent field.

Commercial Job Title:	Information Security Engineer II
Minimum/General Experience:	4 Years of related Technical Experience
Functional Responsibility:	<p>Experience includes providing independent assessment overview of the implementation of the policy and procedures associated with the enterprise system software, security on operating systems and network devices, and the analysis of security vulnerabilities identifying recommendations for the remedy of the particular environment.</p> <p>Provides support to one or several areas such as: analysis of mission requirements, secure architecture design, organizational and vulnerability assessments, intelligence and threat analysis; system security/network analysis, firewall implementation/configuration, physical security analysis of facilities, emergency preparedness, security assessment/risk analysis, security design of local area networks and wide area networks, security analysis of network operating systems and applications, continuity of operations, planning, disaster recovery, identity, credential, and access management (ICAM), and computer security policies development and implementation. Can complete tasks of intermediate complexity alone, and may only require supervision provided by more experienced personnel for more complex problems.</p>
Minimum Education:	Bachelors Degree in Information Security, Computer Science or equivalent field

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Commercial Job Title:	Network Administrator I
Minimum/General Experience:	2 Years of related Technical Experience
Functional Responsibility:	<p>Performs a variety of network administration and management functions related to the operation, performance or availability of data communications networks. Experience with cable, LAN and WAN network protocols. Knowledge of Ethernet, FDDI and high speed WANs routers, firewalls and layer 2/3 switches. Analyze client LANs/WANs, isolate source of problems, recommend reconfiguration and implementation of new network hardware to increase performance. Working knowledge of network operating systems. Modifies command language programs, network start up files, assigns/re-assigns network device, participates in load balancing efforts throughout the network to achieve optimum device utilization and performance. Establishes new user accounts on the network devices granting access to required network servers and applications. Troubleshoots network/user connectivity and access problems. Prepares network diagrams and network resource utilization reports. Can solve simple problems alone, and most often times will require direct supervision provided by more experienced personnel.</p>
Minimum Education:	Bachelors Degree in Computer Science or equivalent

Commercial Job Title:	Network Administrator II
Minimum/General Experience:	4 Years of related Technical Experience
Functional Responsibility:	<p>Performs a variety of network administration and management functions related to the operation, performance or availability of data communications networks. Experience with cable, LAN and WAN network protocols. Knowledge of Ethernet, FDDI and high speed WANs, routers, firewalls and layer 2/3 switches. Analyze client LANs/WANs, isolate source of problems, recommend reconfiguration and implementation of new network hardware to increase performance. Working knowledge of network operating</p>

	systems. Modifies command language programs, network start up files, assigns/re-assigns network device, participates in load balancing efforts throughout the network to achieve optimum device utilization and performance. Establishes new user accounts on the network devices granting access to required network servers and applications. Troubleshoots network/user connectivity and access problems. Prepares network diagrams and network resource utilization. Can complete tasks of intermediate complexity alone, and may only require supervision provided by more experienced personnel for more complex problems.
Minimum Education:	Bachelors Degree in Computer Science

Commercial Job Title:	Network Engineer I
Minimum/General Experience:	2 Years of related Technical Experience
Functional Responsibility:	Manages an engineering group responsible for enterprise telecommunications, networks, and other IT disciplines. Applies complex networking concepts in the analysis, study, and design of data networks. Analyzes network characteristics (e.g., traffic, connect time, transmission speeds, packet sizes, and throughput) and recommends procurement, removals, and modifications to network components. Designs and optimizes network topologies and site configurations. Plans and supervises installations, transitions, and cutovers of network components and capabilities for routers layer 2/3 switches, firewalls, network load balancers. Reviews existing network designs and capabilities with the goal of making refinements, reducing operating overhead, enhancing network throughput, and improving current network topologies. Can solve simple problems, and most often times will require direct supervision provided by more experienced personnel.
Minimum Education:	Bachelors Degree in Computer Science or equivalent

Commercial Job Title:	Network Engineer II
Minimum/General Experience:	4 Years of related Technical Experience
Functional Responsibility:	<p>Manages an engineering group responsible for enterprise telecommunications, networks, and other IT disciplines. Applies extremely complex networking concepts in the analysis, study, and design of data networks. Analyzes network characteristics (e.g., traffic, connect time, transmission speeds, packet sizes, and throughput) and recommends procurement, removals, and modifications to network components. Designs and optimizes network topologies and site configurations. Plans and supervises installations, transitions, and cutovers of network components and capabilities for routers layer 2/3 switches, firewalls, network load balancers. Reviews existing network designs and capabilities with the goal of making refinements, reducing operating overhead, enhancing network throughput, and improving current network topologies. Can complete tasks of intermediate complexity alone, and may only require supervision provided by more experienced personnel for more complex problems.</p>
Minimum Education:	Bachelors Degree in Computer Science or equivalent

Commercial Job Title:	Program Manager
Minimum/General Experience:	7 Years of related Technical Experience
Functional Responsibility:	<p>Provides program management for multiple projects. Prepares project implementation plan, coordinates project activities, monitors project milestones, and provides progress reports. Responsible for all aspects of performance (i.e., technical, contractual, administrative, financial). Consults with the customer to ensure adherence to contractual obligations, establishes and maintains technical and financial reports to show progress of projects to management and customers, organizes and assigns responsibilities to subordinates, and oversees the completion of all assigned tasks. Performs overall management of contract support operations, possibly involving multiple projects and</p>

	groups of personnel at multiple locations. Organizes, directs, and coordinates the planning and production of all contract support activities.
Minimum Education:	Bachelors Degree in related field

Commercial Job Title:	Project Manager
Minimum/General Experience:	3 Years of related Technical Experience
Functional Responsibility:	<p>Responsible for assisting the management of small to med-sized projects. Assists in preparing implementation plan, coordinates activities, monitors milestones, and provides progress reports. Creation and management of project information related to contractual requirements and cost for submittal to the program manager for review and approval. Must have rudimentary understanding of accounting, management, and contract principles.</p> <p>Performs day-to-day management of assigned delivery order projects that involve teams of data processing and other information system and management professionals who have previously been involved in analyzing, designing, integrating, testing, documenting, converting, extending, and implementing automated information and telecommunications systems. Demonstrates proven skills in those technical areas addressed by the delivery order to be managed. Organizes, directs, and coordinates the planning and production of all activities associated with assigned delivery order projects. Demonstrates writing and oral communication skills. May defer more complex problems to Program Manager – Senior position for resolution.</p>
Minimum Education:	Bachelors Degree in related field

Commercial Job Title:	Project Manager – Senior
Minimum/General Experience:	5 Years of related Technical Experience

Functional Responsibility:	<p>Responsible for assisting the management of mid-sized projects. Assists in preparing implementation plan, coordinates activities, monitors milestones, and provides progress reports. Creation and management of project information related to contractual requirements and cost for submittal to the program manager for review and approval. Must have rudimentary understanding of accounting, management, and contract principles.</p> <p>Performs day-to-day management of assigned delivery order projects that involve teams of data processing and other information system and management professionals who have previously been involved in analyzing, designing, integrating, testing, documenting, converting, extending, and implementing automated information and telecommunications systems. Demonstrates proven skills in those technical areas addressed by the delivery order to be managed. Organizes, directs, and coordinates the planning and production of all activities associated with assigned delivery order projects. Demonstrates writing and oral communication skills. Is able to manage projects with minimal guidance from superiors.</p>
Minimum Education:	Bachelors Degree in related field

Commercial Job Title:	Quality Assurance Specialist – Junior
Minimum/General Experience:	1 Year of related Technical Experience
Functional Responsibility:	<p>Responsible for assistance in developing project quality assurance plans and the implementation of procedures that conform to the requirements of the contract. Provides technical and administrative assistance for personnel performing software development tasks and/or IT/telecommunication services, including the review of work products for correctness, adherence to the design concept and to user standards, review of program documentation to assure government standards/requirements are adhered to and for progress in accordance with schedules. Makes recommendations, if needed, for approval of major systems installations. Prepares additional aid in report</p>

	findings and deliveries/presentations on the project staff, development team and the customer as appropriate. Can complete tasks of simple complexity alone, and will require supervision provided by more experienced personnel for more complex problems.
Minimum Education:	Associates degree in related field

Commercial Job Title:	Systems Analyst I
Minimum/General Experience:	2 Years of related Technical Experience
Functional Responsibility:	Applies knowledge of computer science principles, automated data processing functions, and software languages to develop solutions to user requirements. Provides direction on complex application problems involving all phases of system analysis to provide resolution. Assists users, functional and technical activity personnel in the application, definition, and design. Oversees and performs the gathering, analysis, and synthesis of information for system definition. Supports the development of test plans, test descriptions, and test procedures and reviews results to ensure compliance with specifications. Develops and maintains user support documentation. Analyzes software maintenance requirements including trouble report and change proposal analysis. Proposes economical and efficient solutions as part of developing solutions to user requirements. Can complete tasks of simple complexity alone, and may require supervision provided by more experienced personnel for more complex problems.
Minimum Education:	Bachelors Degree in related field

Commercial Job Title:	Software Engineer I
Minimum/General Experience:	1 Year of related Technical Experience
Functional Responsibility:	Performs design, development, and maintenance of software systems and redesign of existing systems to fulfill the needs of the customer's technical requirements.

	<p>Participates in all phases of the software development life cycle including the design, development, integration, testing and implementation phases.</p> <p>Designs, modifies, develops, writes and implements software programming applications. Supports and/or installs software applications/operating systems. Participates in the requirements analysis, systems / functional specification, and architectural design. Participates in the testing process through test review and analysis, test witnessing and certification of software. Can solve simple problems alone, and most often times will require direct supervision provided by more experienced personnel.</p>
Minimum Education:	Bachelors Degree in Computer Science, Information Systems, Business or related field

Commercial Job Title:	Software Engineer II
Minimum/General Experience:	3 Years of related Technical Experience
Functional Responsibility:	<p>Performs design, development, and maintenance of software systems and redesign of existing systems to fulfill the needs of the customer's technical requirements. Participates in all phases of the software development life cycle including the design, development, integration, testing and implementation phases.</p> <p>Designs, modifies, develops, writes and implements software programming applications. Supports and/or installs software applications/operating systems. Participates in the requirements analysis, systems / functional specification, and architectural design. Participates in the testing process through test review and analysis, test witnessing and certification of software. Can complete tasks of intermediate complexity alone, and may only require supervision provided by more experienced personnel for more complex problems.</p>
Minimum Education:	Bachelors Degree in Computer Science, Information Systems, Business or related field

Commercial Job Title:	Software Engineer III
Minimum/General Experience:	5 Years of related Technical Experience
Functional Responsibility:	<p>Performs design, development, and maintenance of software systems and redesign of existing systems to fulfill the needs of the customer's technical requirements. Participates in all phases of the software development life cycle including the design, development, integration, testing and implementation phases.</p> <p>Designs, modifies, develops, writes and implements software programming applications. Supports and/or installs software applications/operating systems. Participates in the requirements analysis, systems / functional specification, and architectural design. Participates in the testing process through test review and analysis, test witnessing and certification of software. Can complete tasks of advanced complexity alone with very limited support from senior personnel.</p>
Minimum Education:	Bachelors Degree in Computer Science, Information Systems, Business or related field

Commercial Job Title:	Systems Administrator I
Minimum/General Experience:	2 Years of related Technical Experience
Functional Responsibility:	<p>Performs the daily activities of configuration and operation of business systems which may be mainframe, mini, or client/server PC environments. Responsible for the installing, managing, maintaining and troubleshooting server hardware and operating systems. Analyzes customer workflow and procedures to recommend operational support tools and technologies to satisfy technology infrastructure needs. Acts as a liaison between the customer, suppliers, and other technical groups to resolve server, hardware and operating system problems. Analyzes performance problems and recommends solutions to enhance</p>

	<p>functionality, reliability and/or usability. Implements operational support standards and procedures relating to change management, manages identity and access of user accounts and security groups. Recommends changes and improvements to existing standards. Provides support for the IT system administration activities such as user access, backup and recovery procedures, patches and upgrades, capacity analysis and planning, monitoring and performance tuning. Can complete tasks of simple complexity alone, and will require supervision provided by more experienced personnel for more complex problems.</p>
Minimum Education:	Bachelors Degree in related field

Commercial Job Title:	Systems Administrator II
Minimum/General Experience:	4 Years of related Technical Experience
Functional Responsibility:	<p>Performs the daily activities of configuration and operation of business systems which may be mainframe, mini, or client/server PC environments. Responsible for the installing, managing, maintaining and troubleshooting server hardware and operating systems. Analyzes customer workflow and procedures to recommend operational support tools and technologies to satisfy technology infrastructure needs. Acts as a liaison between the customer, suppliers, and other technical groups to resolve server, hardware and operating system problems. Analyzes performance problems and recommends solutions to enhance functionality, reliability and/or usability. Implements operational support standards and procedures relating to change management, manages identity and access of user accounts and security groups. Can complete tasks of intermediate complexity alone, and may only require supervision provided by more experienced personnel for more complex problems.</p>
Minimum Education:	Bachelors Degree in related field

Commercial Job Title:	Systems Engineer I
Minimum/General Experience:	2 Years of related Technical Experience
Functional Responsibility:	Leads the analysis, planning and designs associated with the flow of information by and between components of a system to achieve client business/mission objectives. Receives assignments in the form of objectives and establishes goals to meet objectives. Performs engineering activities that include one or more of the following: Define system requirements, develop technical solutions, perform systems functional analysis, conduct trade studies and perform test and evaluation activities. Work is reviewed and measured based on meeting objectives and schedules. Works on problems where analysis of data requires an evaluation of various factors. Frequently interacts with customers and functional peer groups. Interaction normally requires the ability to gain cooperation of others, oversee production, and maintain work schedules. Can solve simple problems alone, and most often times will require direct supervision provided by more experienced personnel.
Minimum Education:	Bachelors Degree in Computer Science, Information Systems or related field.

Commercial Job Title:	Systems Engineer II
Minimum/General Experience:	4 Years of related Technical Experience
Functional Responsibility:	Leads the analysis, planning and designs associated with the flow of information by and between components of a system to achieve client business/mission objectives. Receives assignments in the form of objectives and establishes goals to meet objectives. Performs engineering activities that include one or more of the following: Define system requirements, develop technical solutions, perform systems functional analysis, conduct trade studies and perform test and evaluation activities. Work is reviewed and measured based on meeting objectives and schedules. Works on problems where analysis of data

	requires an evaluation of various factors. Frequently interacts with customers and functional peer groups. Interaction normally requires the ability to gain cooperation of others, oversee production, and maintain work schedules. Can complete tasks of intermediate complexity alone, and may only require supervision provided by more experienced personnel for more complex problems.
Minimum Education:	Bachelors Degree in Computer Science, Information Systems or related field

Commercial Job Title:	Subject Matter Expert I
Minimum/General Experience:	3 Years of related Technical Experience
Functional Responsibility:	<p>Has advanced understanding of area of expertise related to IT disciplines and principles. Advises team members of implication of approaches during solution development. Serves as facilitator for Integrated Product Team meetings.</p> <p>Provides expert consultative support to a functional IT technical area of the project. Develops solutions to complex problems. Works closely with the information technologists to identify the best technological solution to technical issues. Familiar with a specific field's concepts, practices, and procedures. Relies on extensive experience and judgment to plan and accomplish goals. This position will not perform management duties.</p>
Minimum Education:	Bachelors Degree in related field

Commercial Job Title:	Subject Matter Expert II
Minimum/General Experience:	5 Years of related Technical Experience
Functional Responsibility:	Has advanced understanding of area of expertise related to IT disciplines and principles. Advises team members of implication of approaches during solution

	<p>development. Serves as facilitator for Integrated Product Team meetings.</p> <p>Provides expert consultative support to a functional IT technical area of the project. Develops solutions to complex problems. Works closely with the information technologists to identify the best technological solution to technical issues. Familiar with a specific field's concepts, practices, and procedures. Relies on extensive experience and judgment to plan and accomplish goals. This position may perform limited management duties.</p>
Minimum Education:	Bachelors Degree in related field

Commercial Job Title:	Subject Matter Expert III
Minimum/General Experience:	7 Years of related Technical Experience
Functional Responsibility:	<p>Has advanced understanding of area of expertise related to IT disciplines and principles. Advises team members of implication of approaches during solution development. Serves as facilitator for Integrated Product Team meetings.</p> <p>Provides expert consultative support to a functional IT technical area of the project. Develops solutions to complex problems. Works closely with the information technologists to identify the best technological solution to technical issues. Familiar with a specific field's concepts, practices, and procedures. Relies on extensive experience and judgment to plan and accomplish goals. This position will perform managerial duties as requested with minimal support from more experienced personnel.</p>
Minimum Education:	Bachelors Degree in related field

Commercial Job Title:	Technical Writer I

Minimum/General Experience:	2 Years of related Technical Experience
Functional Responsibility:	Responsible for documentation design, development, and preparation throughout the production cycle that can include: technical writing/editing, editorial consultation, copy design/editing, proofreading, or overall documentation review for IT related projects. Works with management, technical personnel, authors, and subject matter experts to define documentation content, guidelines, specifications, and development schedules. Prepares required documentation in an appropriate format. Adheres to required configuration management or quality assurance standards of associated IT projects. Analyzes the data and user requirements to ensure that documentation is clear, concise, and valid. Ensures that documents follow the appropriate style guide.
Minimum Education:	Associate Degree in related field

Avosys Labor Category Substitutions Information

Avosys will provide only people who meet or exceed the minimum qualifications within the labor category descriptions stated herein. Avosys labor categories provide for substituting experience for minimum education requirements and substituting educational degrees for years of experience. These substitutions are allowed for all Avosys' labor categories unless specified in the description.

Allowable Substitutions

The Table below presents the allowable substitutions based on the education and experience of the labor categories in the Pricelist. Experience should be professional and job related, however it does not have to be specific to the project to be accomplished. However, if a degree is used in place of experience, the degree must be related to the project or task

Min. Education Allowable Substitution		
Degree	Education and/or Experience	Related Certification
Associates	4 years relevant experience, with Related Certification.	Military Training or Technical Training in relevant field. Trade/Vocational School.
Bachelors	Associates + 4 years relevant experience, or 6 years relevant experience with Related Certification.	Professional or Industry Standard Technical Certification in a relevant field. (e.g. MCP, MCSE, CCNA)
Masters	Bachelors + 4 years relevant experience, or Associates + 8 years relevant experience, or 10 years relevant experience with Related Certification	Professional License (e.g. Professional Engineer)

ATTACHMENT III: SIN 132-56 LABOR RATES

A) GSA PRICING - CLIENT SITE

NO	LABOR CATEGORY - CLIENT SITE	2/18/17- 2/27/18
1	Administrative Assistant – Level I, Health IT	\$ 32.86
2	Administrative Assistant – Level II, Health IT	\$ 39.35
3	Application Engineer – Level I, Health IT	\$ 69.74
4	Application Engineer – Level II, Health IT	\$ 89.78
5	Application Programmer – Level I, Health IT	\$ 66.54
6	Application Programmer – Level II, Health IT	\$ 82.66
7	Applications Programmer – Level III, Health IT	\$ 109.66
8	Application Systems Analyst, Health IT	\$ 88.66
9	Biostatistician, Health IT	\$ 107.00
10	Business Analyst – Level I, Health IT	\$ 63.85
11	Business Analyst – Level II, Health IT	\$ 79.45
12	Business Analyst – Level III, Health IT	\$ 108.50
13	Business Process Reengineering Specialist – Level I, Health IT	\$ 84.76
14	Business Process Reengineering Specialist – Level II, Health IT	\$ 109.78
15	Business Process Reengineering Specialist – Level III, Health IT	\$ 129.38
16	Chief Information Security Officer, Health IT	\$ 168.62
17	Communications Hardware Specialist, Health IT	\$ 68.60
18	Communications Network Manager, Health IT	\$ 98.46
19	Communications Software Specialist, Health IT	\$ 86.85
20	Communications Specialist, Health IT	\$ 78.68
21	Computer Data Librarian, Health IT	\$ 47.14
22	Computer Scientist, Health IT	\$ 125.28
23	Computer Security System Specialist – Level I, Health IT	\$ 66.48
24	Computer Security System Specialist – Level II, Health IT	\$ 88.62
25	Computer Security System Specialist – Level III, Health IT	\$ 129.74
26	Computer Systems Analyst – Level I, Health IT	\$ 65.56
27	Computer Systems Analyst – Level II, Health IT	\$ 84.62
28	Computer Systems Analyst – Level III, Health IT	\$ 99.56
29	Configuration Management Specialist, Health IT	\$ 78.44
30	Cost Analyst – Level I, Health IT	\$ 59.82
31	Cost Analyst – Level II, Health IT	\$ 72.84
32	Data Entry Clerk, Health IT	\$ 29.92
33	Data Security Specialist, Health IT	\$ 79.36
34	Data Standardization Specialist, Health IT	\$ 89.48
35	Database Administrator, Health IT	\$ 89.94
36	Database Management Specialist – Level I, Health IT	\$ 68.36
37	Database Management Specialist – Level II, Health IT	\$ 84.70
38	Database Management Specialist – Level III, Health IT	\$ 109.50
39	Database Specialist – Level I, Health IT	\$ 68.32
40	Database Specialist – Level II, Health IT	\$ 84.44
41	Database Specialist – Level III, Health IT	\$ 98.56

42	Data Warehousing Administrator, Health IT	\$	113.35
43	Data Warehouse Analyst, Health IT	\$	97.32
44	Data Warehouse Programmer, Health IT	\$	106.78
45	Disaster Recovery Specialist, Health IT	\$	95.85
46	Document Control Specialist – Level I, Health IT	\$	38.10
47	Document Control Specialist - Level II, Health IT	\$	46.88
48	Document Control Specialist – Level III, Health IT	\$	58.20
49	Document Support Specialist – Level I, Health IT	\$	42.82
50	Document Support Specialist – Level II, Health IT	\$	52.88
51	Duplicating Machine Operator, Health IT	\$	36.54
52	Electronic Data Interchange (EDI) Specialist, Health IT	\$	87.24
53	Electronic Meeting Technographer, Health IT	\$	47.98
54	Enterprise Resource Planning (ERP) Specialist, Health IT	\$	109.48
55	Facilitator, Health IT	\$	62.14
56	Financial Analyst – IT, Health IT	\$	69.82
57	Functional Analyst – Level I, Health IT	\$	56.30
58	Functional Analyst – Level II, Health IT	\$	74.38
59	General Clerk – Level I, Health IT	\$	30.66
60	General Clerk – Level II, Health IT	\$	36.70
61	General Clerk – Level III, Health IT	\$	42.12
62	Geographic Information System (GIS) Specialist, Health IT	\$	88.42
63	Graphical User Interface Designer, Health IT	\$	78.38
64	Graphics Specialist, Health IT	\$	56.00
65	Hardware Draftsman, Health IT	\$	55.10
66	Hardware Installation Technician – Level I, Health IT	\$	45.70
67	Hardware Installation Technician – Level II, Health IT	\$	58.64
68	Hardware Specialist – Information Technology, Health IT	\$	67.78
69	Help Desk Manager, Health IT	\$	76.98
70	Help Desk Specialist, Health IT	\$	53.90
71	Imaging Specialist/Technician – Level I	\$	37.68
72	Imaging Specialist/Technician – Level II	\$	47.38
73	Imaging Specialist/Technician – Level III	\$	64.86
74	Informatic Specialist/Bioinformatician, Health IT	\$	119.82
75	Information Engineer – Level I, Health IT	\$	88.92
76	Information Engineer – Level II, Health IT	\$	109.70
77	Information Resource Management Analyst, Health IT	\$	86.82
78	Information Systems Training Specialist, Health IT	\$	72.00
79	IT Policy/Legislative Specialist, Health IT	\$	84.46
80	IT Strategic/Capital Planner, Health IT	\$	123.50
81	Knowledge Management Specialist, Health IT	\$	67.48
82	Librarian, Health IT	\$	48.86
83	Librarian Technician, Health IT	\$	36.54
84	Medical Billing/Account Management Specialist	\$	44.12
85	Modeling and Simulation Specialist, Health IT	\$	72.50
86	Network Administrator, Health IT	\$	79.86
87	Network Draftsman, Health IT	\$	53.48

88	Network Installation Technician – Level I, Health IT	\$	52.70
89	Network Installation Technician – Level II, Health IT	\$	64.40
90	Network Support Technician, Health IT	\$	56.42
91	Operations Manager, Health IT	\$	108.68
92	Procurement Product Specialist, Health IT	\$	69.55
93	Program Administration Specialist, Health IT	\$	52.84
94	Program Analyst, Health IT	\$	77.86
95	Program Manager, Health IT, Health IT	\$	138.58
96	Project Control Specialist, Health IT	\$	86.45
97	Project Leader, Health IT	\$	108.12
98	Project Manager – Level I, Health IT	\$	84.82
99	Project Manager – Level II, Health IT	\$	106.56
100	Project Manager – Level III, Health IT	\$	127.74
101	Public Health Analyst, Health IT	\$	75.85
102	Quality Assurance Analyst, Health IT	\$	78.40
103	Quality Assurance Manager, Health IT	\$	107.76
104	Quality Assurance Specialist, Health IT	\$	87.46
105	Records Management Specialist, Health IT	\$	55.86
106	Scanner Operator, Health IT	\$	35.30
107	Scientific Data Analyst, Health IT	\$	114.84
108	Subject Matter Expert – Level I, Health IT	\$	116.84
109	Subject Matter Expert – Level II, Health IT	\$	142.92
110	Subject Matter Expert – Level III, Health IT	\$	174.00
111	System Administrator – Level I, Health IT	\$	72.82
112	System Administrator – Level II, Health IT	\$	85.68
113	System Administrator – Level III, Health IT	\$	97.70
114	Systems Architect – Level I, Health IT	\$	106.27
115	Systems Architect – Level II, Health IT	\$	129.96
116	Systems Engineer – Level I, Health IT	\$	69.12
117	Systems Engineer – Level II, Health IT	\$	87.40
118	Systems Engineer – Level III, Health IT	\$	110.35
119	System Operator, Health IT	\$	38.67
120	System Programmer, Health IT	\$	76.14
121	Technical Writer/Editor – Level I, Health IT	\$	52.48
122	Technical Writer/Editor – Level II, Health IT	\$	66.08
123	Technical Writer/Editor – Level III, Health IT	\$	79.65
124	Telecommunications Engineer – Level I, Health IT	\$	69.85
125	Telecommunications Engineer - Level II, Health IT	\$	84.15
126	Telecommunications Specialist – Level I, Health IT	\$	56.86
127	Telecommunications Specialist - Level II, Health IT	\$	70.76
128	Test Engineer, Health IT	\$	72.49
129	Training Manager, Health IT	\$	95.35
130	Training Specialist – Level I, Health IT	\$	56.79
131	Training Specialist – Level II, Health IT	\$	72.16
132	Web Content Administrator, Health IT	\$	76.50
133	Web Designer, Health IT	\$	83.00

134	Web Project Manager, Health IT	\$	94.64
135	Web Software Developer, Health IT	\$	92.40
136	Webmaster, Health IT	\$	82.92
137	Wide Area Network Administrator, Health IT	\$	80.12

*Rates include the Industrial Funding Fee (IFF).

B) GSA PRICING - CONTRACTOR SITE

No.	LABOR CATEGORY - CONTRACTOR SITE	2/18/17-2/27/18
1	Administrative Assistant – Level I, Health IT	\$ 37.13
2	Administrative Assistant – Level II, Health IT	\$ 44.47
3	Application Engineer – Level I, Health IT	\$ 78.81
4	Application Engineer – Level II, Health IT	\$ 101.45
5	Application Programmer – Level I, Health IT	\$ 75.19
6	Application Programmer – Level II, Health IT	\$ 93.41
7	Applications Programmer – Level III, Health IT	\$ 123.92
8	Application Systems Analyst, Health IT	\$ 100.19
9	Biostatistician, Health IT	\$ 120.91
10	Business Analyst – Level I, Health IT	\$ 72.15
11	Business Analyst – Level II, Health IT	\$ 89.78
12	Business Analyst – Level III, Health IT	\$ 122.61
13	Business Process Reengineering Specialist – Level I, Health IT	\$ 95.78
14	Business Process Reengineering Specialist – Level II, Health IT	\$ 124.05
15	Business Process Reengineering Specialist – Level III, Health IT	\$ 146.20
16	Chief Information Security Officer, Health IT	\$ 190.54
17	Communications Hardware Specialist, Health IT	\$ 77.52
18	Communications Network Manager, Health IT	\$ 111.26
19	Communications Software Specialist, Health IT	\$ 98.14
20	Communications Specialist, Health IT	\$ 88.91
21	Computer Data Librarian, Health IT	\$ 53.27
22	Computer Scientist, Health IT	\$ 141.57
23	Computer Security System Specialist – Level I, Health IT	\$ 75.12
24	Computer Security System Specialist – Level II, Health IT	\$ 100.14
25	Computer Security System Specialist – Level III, Health IT	\$ 146.61
26	Computer Systems Analyst – Level I, Health IT	\$ 74.08
27	Computer Systems Analyst – Level II, Health IT	\$ 95.62
28	Computer Systems Analyst – Level III, Health IT	\$ 112.50
29	Configuration Management Specialist, Health IT	\$ 88.64
30	Cost Analyst – Level I, Health IT	\$ 67.60
31	Cost Analyst – Level II, Health IT	\$ 82.31
32	Data Entry Clerk, Health IT	\$ 33.81
33	Data Security Specialist, Health IT	\$ 89.68
34	Data Standardization Specialist, Health IT	\$ 101.11

35	Database Administrator, Health IT	\$	101.63
36	Database Management Specialist – Level I, Health IT	\$	77.25
37	Database Management Specialist – Level II, Health IT	\$	95.71
38	Database Management Specialist – Level III, Health IT	\$	123.74
39	Database Specialist – Level I, Health IT	\$	77.20
40	Database Specialist – Level II, Health IT	\$	95.42
41	Database Specialist – Level III, Health IT	\$	111.37
42	Data Warehousing Administrator, Health IT	\$	128.09
43	Data Warehouse Analyst, Health IT	\$	109.97
44	Data Warehouse Programmer, Health IT	\$	120.66
45	Disaster Recovery Specialist, Health IT	\$	108.31
46	Document Control Specialist – Level I, Health IT	\$	43.05
47	Document Control Specialist - Level II, Health IT	\$	52.97
48	Document Control Specialist – Level III, Health IT	\$	65.77
49	Document Support Specialist – Level I, Health IT	\$	48.39
50	Document Support Specialist – Level II, Health IT	\$	59.75
51	Duplicating Machine Operator, Health IT	\$	41.29
52	Electronic Data Interchange (EDI) Specialist, Health IT	\$	98.58
53	Electronic Meeting Technographer, Health IT	\$	54.22
54	Enterprise Resource Planning (ERP) Specialist, Health IT	\$	123.71
55	Facilitator, Health IT	\$	70.22
56	Financial Analyst – IT, Health IT	\$	78.90
57	Functional Analyst – Level I, Health IT	\$	63.62
58	Functional Analyst – Level II, Health IT	\$	84.05
59	General Clerk – Level I, Health IT	\$	34.65
60	General Clerk – Level II, Health IT	\$	41.47
61	General Clerk – Level III, Health IT	\$	47.60
62	Geographic Information System (GIS) Specialist, Health IT	\$	99.91
63	Graphical User Interface Designer, Health IT	\$	88.57
64	Graphics Specialist, Health IT	\$	63.28
65	Hardware Draftsman, Health IT	\$	62.26
66	Hardware Installation Technician – Level I, Health IT	\$	51.64
67	Hardware Installation Technician – Level II, Health IT	\$	66.26
68	Hardware Specialist – Information Technology, Health IT	\$	76.59
69	Help Desk Manager, Health IT	\$	86.99
70	Help Desk Specialist, Health IT	\$	60.91
71	Imaging Specialist/Technician – Level I	\$	42.58
72	Imaging Specialist/Technician – Level II	\$	53.54
73	Imaging Specialist/Technician – Level III	\$	73.29
74	Informatic Specialist/Bioinformatician, Health IT	\$	135.40
75	Information Engineer – Level I, Health IT	\$	100.48
76	Information Engineer – Level II, Health IT	\$	123.96
77	Information Resource Management Analyst, Health IT	\$	98.11
78	Information Systems Training Specialist, Health IT	\$	81.36

79	IT Policy/Legislative Specialist, Health IT	\$	95.44
80	IT Strategic/Capital Planner, Health IT	\$	139.56
81	Knowledge Management Specialist, Health IT	\$	76.25
82	Librarian, Health IT	\$	55.21
83	Librarian Technician, Health IT	\$	41.29
84	Medical Billing/Account Management Specialist	\$	49.86
85	Modeling and Simulation Specialist, Health IT	\$	81.93
86	Network Administrator, Health IT	\$	90.24
87	Network Draftsman, Health IT	\$	60.43
88	Network Installation Technician – Level I, Health IT	\$	59.55
89	Network Installation Technician – Level II, Health IT	\$	72.77
90	Network Support Technician, Health IT	\$	63.75
91	Operations Manager, Health IT	\$	122.81
92	Procurement Product Specialist, Health IT	\$	78.59
93	Program Administration Specialist, Health IT	\$	59.71
94	Program Analyst, Health IT	\$	87.98
95	Program Manager, Health IT, Health IT	\$	156.60
96	Project Control Specialist, Health IT	\$	97.69
97	Project Leader, Health IT	\$	122.18
98	Project Manager – Level I, Health IT	\$	95.85
99	Project Manager – Level II, Health IT	\$	120.41
100	Project Manager – Level III, Health IT	\$	144.35
101	Public Health Analyst, Health IT	\$	85.71
102	Quality Assurance Analyst, Health IT	\$	88.59
103	Quality Assurance Manager, Health IT	\$	121.77
104	Quality Assurance Specialist, Health IT	\$	98.83
105	Records Management Specialist, Health IT	\$	63.12
106	Scanner Operator, Health IT	\$	39.89
107	Scientific Data Analyst, Health IT	\$	129.77
108	Subject Matter Expert – Level I, Health IT	\$	132.03
109	Subject Matter Expert – Level II, Health IT	\$	161.50
110	Subject Matter Expert – Level III, Health IT	\$	196.62
111	System Administrator – Level I, Health IT	\$	82.29
112	System Administrator – Level II, Health IT	\$	96.82
113	System Administrator – Level III, Health IT	\$	110.40
114	Systems Architect – Level I, Health IT	\$	120.09
115	Systems Architect – Level II, Health IT	\$	146.85
116	Systems Engineer – Level I, Health IT	\$	78.11
117	Systems Engineer – Level II, Health IT	\$	98.76
118	Systems Engineer – Level III, Health IT	\$	124.70
119	System Operator, Health IT	\$	43.70
120	System Programmer, Health IT	\$	86.04
121	Technical Writer/Editor – Level I, Health IT	\$	59.30
122	Technical Writer/Editor – Level II, Health IT	\$	74.67

123	Technical Writer/Editor – Level III, Health IT	\$	90.00
124	Telecommunications Engineer – Level I, Health IT	\$	78.93
125	Telecommunications Engineer - Level II, Health IT	\$	95.09
126	Telecommunications Specialist – Level I, Health IT	\$	64.25
127	Telecommunications Specialist - Level II, Health IT	\$	79.96
128	Test Engineer, Health IT	\$	81.91
129	Training Manager, Health IT	\$	107.75
130	Training Specialist – Level I, Health IT	\$	64.17
131	Training Specialist – Level II, Health IT	\$	81.54
132	Web Content Administrator, Health IT	\$	86.45
133	Web Designer, Health IT	\$	93.79
134	Web Project Manager, Health IT	\$	106.94
135	Web Software Developer, Health IT	\$	104.41
136	Webmaster, Health IT	\$	93.70
137	Wide Area Network Administrator, Health IT	\$	90.54

**Rates include the Industrial Funding Fee (IFF).*

ATTACHMENT IV: SIN 132-56 LABOR CATEGORY DESCRIPTIONS

No.	Labor Category	Minimum Years of Experience	Functionality Responsibility	Educational Responsibility
1	Administrative Assistant – Level I, Health IT	1 Year of Administrative Experience	Provide administrative support specifically dedicated to the requirements of the project team. Plan and produce correspondence, reports, proposals, memos, and other documentation using a personal computer. Operate spreadsheet software such as Excel to produce finished documents. Proofread completed documents. Provide copying and production support as needed.	HS Diploma
2	Administrative Assistant – Level II, Health IT	2 Years of Administrative Experience	Provide administrative support specifically dedicated to the requirements of the project team. Perform a wide range of clerical and administrative duties including, for example, typing, filing, tracking of time records, word processing, dictation, and composition of correspondence.	HS Diploma
3	Application Engineer – Level I, Health IT	1 Year of related Technical Experience	Analyze functional business applications and design specifications for functional activities. Translate detailed design into application systems. Test, debug, and refine applications to produce the required product. Prepare required documentation, including both program-level and user-level documentation. Enhance applications to improve performance and add functionality. Provide technical direction to engineers to ensure program deadlines are met.	Bachelor's Degree in Computer Science, Information Systems, Business or equivalent field.

4	Application Engineer – Level II, Health IT	3 Years of related Technical Experience	Analyze and study complex system requirements. Design software tools and subsystems to support software reuse and domain analyses and manages their implementation. Manage software development and support using formal specifications, data flow diagrams, other accepted design techniques and Computer Aided Software Engineering (CASE) tools. Estimate software development costs and schedule. Review existing programs and assist in making refinements, reducing operating time, and improving current techniques. Supervise software configuration management.	Bachelor's Degree in Computer Science, Information Systems, Business or equivalent field.
5	Application Programmer – Level I, Health IT	2 Years of related Technical Experience	Assist with the analysis of information requirements. Aid in the evaluation of problems with workflow, organization, and planning and help in the development of appropriate corrective action.	Bachelor's Degree in Computer Science, Information Systems, Business or equivalent field.
6	Application Programmer – Level II, Health IT	4 Years of related Technical Experience	Participate in the design of software tools and subsystems to support reuse and domain analysis. Assist Applications Engineer and Applications Programmer to interpret software requirements and design specifications to code, and integrate and test software components.	Bachelor's Degree in Computer Science, Information Systems, Business or equivalent field.
7	Applications Programmer – Level III, Health IT	6 Years of related Technical Experience	Analyze functional business applications and design specifications for functional areas such as finance, accounting, personnel, manpower, logistics, and contracts. Develop block diagrams and logic flow charts. Translate detailed design into computer software. Test, debug, and refine the computer software to produce the required product. Prepare required documentation, including both program-level and user-level documentation. Enhance software to reduce operating time or improve efficiency. Provide technical direction to programmers to ensure program deadlines are met. Experience in information system design, including application programming on large-	Bachelor's Degree in Computer Science, Information Systems, Business or equivalent field.

			scale DBMS and the development of complex software to satisfy design objectives.	
8	Application Systems Analyst, Health IT	3 Years of related Technical Experience	Provide analysis and design of business systems for different applications such as: financial, accounting, human resources, and other enterprise systems. Handle test scripts and service requirements; work closely with end users on project development and implementation. Analysts should have a working knowledge of relational database environments, structured analysis, data modeling, information engineering, mathematical model building, sampling, and cost accounting to plan the system. Specify the inputs to be accessed by the system, design the processing steps, and format the output to meet the users' needs. Prepare cost-benefit and return-on-investment analyses to help management decide whether implementing the proposed system will be financially feasible. Possess excellent verbal and written communications skills.	Bachelor's Degree in Computer Science, Information Systems, Business or equivalent field.
9	Biostatistician, Health IT	5 Years of related Technical Experience	Specialize in the application of statistics and/or computer technology to biological studies applying the use of statistical software packages such as SAS, BMDP, SPSS, or PL/1.	Bachelor's Degree in Computer Science, Information Systems, Statistics or equivalent field.
10	Business Analyst – Level I, Health IT	1 Year of related Technical Experience	Provide expertise in business process and system analysis, design, improvement, and implementation efforts and in translating business process needs into technical requirements. Provide expertise in change management and training support. Provide organizational and strategic planning for a wide variety of technical and functional environments. Provide expertise in, but not limited to, Configuration Management, Strategic Planning, Knowledge Management, Business Analysis and Technical Analysis.	Associates Degree in related field.

11	Business Analyst – Level II, Health IT	3 Years of related Technical Experience	<p>Assist in applying common best practices for the industry to the customer using a knowledge base to create conceptual business models and to identify relevant issues and considerations in selecting application software packages. Assess the operational and functional baseline of an organization and its organizational components, and help to define the direction and strategy for an engagement while ensuring the organizational needs are being addressed. Typical areas addressed include Human Resources, Finance, Supply, and operations. Identify information technology inadequacies and/or deficiencies that affect the functional area's ability to support/meet organizational goals. Support the development of functional area strategies for enhanced IT.</p>	Bachelor's Degree in related field.
12	Business Analyst – Level III, Health IT	5 Years of related Technical Experience	<p>Assist in applying common best practices for the industry to the customer using a knowledge base to create conceptual business models and to identify relevant issues and considerations in selecting application software packages. Assess the operational and functional baseline of an organization and its organizational components, and help to define the direction and strategy for an engagement while ensuring the organizational needs are being addressed. Typical areas addressed include Human Resources, Finance, Supply, and operations. Identify information technology inadequacies and/or deficiencies that affect the functional area's ability to support/meet organizational goals. Generate functional area strategies for enhanced IT operations in a cross-functional area mode throughout the organization. Participate in account strategy sessions, strategic assessments and design reviews to validate enterprise approach and associated work products, such as</p>	Bachelor's Degree in related field.

			ERP implementations coordinating the resolution of highly complex problems and tasks.	
13	Business Process Reengineering Specialist – Level I, Health IT	2 Years of related Technical Experience	Apply process improvement, reengineering methodologies, and internet-related methodologies and principles to conduct process modernization projects. Assist senior staff with effective transitioning of existing organizations or project teams in accomplishing the organization's goals or project activities and objectives through improved use of internet and other automated processes. Support activity and data modeling, development of modern business methods, identification of best practices, and creating and assessing performance measurements. Provide group facilitation, interviewing, training, and additional forms of knowledge transfer.	Bachelor's Degree in Computer Science, Information Systems, Business or equivalent field.
14	Business Process Reengineering Specialist – Level II, Health IT	4 Years of related Technical Experience	Apply process improvement, reengineering methodologies, and internet related methodologies and principles to conduct process modernization projects. Responsible for transitioning of existing organizations or project teams in accomplishing the organization's goals or project activities and objectives through improved use of internet and other automated processes. Support activity and data modeling, development of modern business methods, identification of best practices, and creating and assessing performance measurements. Provide group facilitation, interviewing, training, and additional forms of knowledge transfer. May provide daily supervision and direction to other Contractor business reengineering specialists and web architects.	Bachelor's Degree in Computer Science, Information Systems, Business or equivalent field.

15	Business Process Reengineering Specialist – Level III, Health IT	6 Years of related Technical Experience	Manage use of process improvement, reengineering methodologies, and internet-related methodologies and principles to conduct process modernization projects. Responsible for transitioning of existing organizations or project teams in accomplishing the organization's goals or project activities and objectives through improved use of internet and other automated processes. Support activity and data modeling, development of modern business methods, identification of best practices, and creating and assessing performance measurements. Provide group facilitation, interviewing, training, and additional forms of knowledge transfer. Key coordinator between customers and multiple project teams to ensure enterprise-wide integration of reengineering efforts and application of best practice including ebusiness practices. May provide daily supervision and direction to other Contractor business reengineering specialists and web architects.	Bachelor's Degree in Computer Science, Information Systems, Business or equivalent field.
16	Chief Information Security Officer, Health IT	8 Years of related Technical Experience	Responsible for determining enterprise information security standards. Develop and implements information security standards and procedures. Provide tactical information security advice and examining the ramifications of new technologies. Ensure that all information systems are functional and secure.	Master's Degree in Computer Science, Information Systems, Business or equivalent field.
17	Communications Hardware Specialist, Health IT	2 Years of related Technical Experience	Analyze network and computer communications hardware characteristics and recommends equipment procurement, removals, and modifications. Add, delete, and modify, as required, host, terminal, and network devices. Assist and coordinate with communications network specialists in the area of communication software. Analyze and implement communications standards and protocols according to site requirements.	Associates Degree in related field.

18	Communications Network Manager, Health IT	5 Years of related Technical Experience	Evaluate communication hardware and software, troubleshoot local-, metropolitan-, and wide-area networks (LAN/MAN/WAN) and other network related problems; provide technical expertise for performance and configuration of networks. Perform general LAN/MAN/WAN administration; provide technical leadership in the integration and test of complex large-scale computer integrated networks. Schedule conversions and cutovers. Oversee network control center. Supervise maintenance of systems. Coordinate with all responsible users and sites. Supervise staff.	Bachelor's Degree in Computer Science, Information Systems, Business or equivalent field.
19	Communications Software Specialist, Health IT	4 Years of related Technical Experience	Analyze network and computer communications software characteristics and recommend software procurement, removals, and modifications. Add, delete, and modify as required, host, terminal, and network devices in light of discerned software needs/problems. Assist and coordinate with communications network specialists in the area of communications software.	Bachelor's Degree in Computer Science, Information Systems, Business or equivalent field.
20	Communications Specialist, Health IT	2 Years of related Technical Experience	Analyze network characteristics (e.g., traffic, connect time, transmission speeds, packet sizes, and throughput) and recommend procurement, removals, and modifications to network components. Design and optimize network topologies and site configurations. Plan installations, transitions, and cutovers of network components and capabilities. Coordinate requirements with users and suppliers.	Bachelor's Degree in Computer Science, Information Systems, Business or equivalent field.

21	Computer Data Librarian, Health IT	2 Years Experience	Maintain library of media (tapes, diskettes, CD-ROMs, videos, CDs, cassettes) used to store record information or provide back-up for automatic data processing applications. Classify, catalog, and store items in accordance with standardized system. Issues media for processing on request. Maintain record of items received, stored, issued, and returned. Examine returned media for damage or excessive wear to determine if they need replacing.	High School Diploma or equivalent
22	Computer Scientist, Health IT	4 Years of related Technical Experience	Act as a senior consultant in complex or mission critical client requirements. Develop, modify, and apply computer modeling and programming applications to analyze and solve mathematical and scientific problems affecting system and program performance. Participate in all phases of scientific and engineering projects such as research, design, development, testing, modeling, simulating, training, and documentation.	Bachelor's Degree in Computer Science, Information Systems, Business or equivalent field.
23	Computer Security System Specialist – Level I, Health IT	3 Years of related Technical Experience	Analyze and defines security requirements for Multilevel Security (MLS) issues. Design, develop, engineer, and implement solutions to MLS requirements. Gather and organize technical information about an organization's mission goals and needs, existing security products, and ongoing programs in the MLS arena. Perform risk analyses which also includes risk assessment.	Bachelor's Degree in Computer Science, Information Systems, Business or equivalent field.
24	Computer Security System Specialist – Level II, Health IT	5 Years of related Technical Experience	Analyze and defines security requirements for MLS issues. Design, develop, engineer, and implement solutions to MLS requirements. Guide effort to gather and organize technical information about an organization's mission goals and needs, existing security products, and ongoing programs in the MLS arena. Perform risk analyses which also includes risk assessment. Develop security standards.	Bachelor's Degree in Computer Science, Information Systems, Business or equivalent field.

25	Computer Security System Specialist – Level III, Health IT	7 Years of related Technical Experience	Design, develop, engineer, and implement solutions to MLS requirements. Perform complex risk analyses which also include risk assessment. Establish and satisfy information assurance and security requirements based upon the analysis of user, policy, regulatory, and resource demands. Support customers at the highest levels in the development and implementation of doctrine and policies. Apply know-how to Government and commercial common user systems, as well as to dedicated special purpose systems requiring specialized security features and procedures. Perform analysis, design, and development of security features for system architectures.	Bachelor's Degree in Computer Science, Information Systems, Business or equivalent field.
26	Computer Systems Analyst – Level I, Health IT	2 Years of related Technical Experience	Analyze information requirements. Evaluate analytically and systematically problems of workflow, organization, and planning and assists Senior Computer Systems Analyst and Computer Systems Analyst develop appropriate corrective action. Help develop plans for automated information systems from project inception to conclusion. Define the problem, and develop system requirements and program specifications, from which programmers prepare detailed flow charts, programs, and tests. Under the supervision of a Senior Computer Systems Analyst or a Computer Systems Analyst, coordinate closely with programmers to ensure proper implementation of program and system specifications. Develop, in conjunction with functional users, system alternative solutions.	Bachelor's Degree in Computer Science, Information Systems, Business or equivalent field.

27	Computer Systems Analyst – Level II, Health IT	4 Years of related Technical Experience	Analyze and develop computer software possessing a wide range of capabilities, including numerous engineering, business, and records management functions. Develop plans for automated information systems from project inception to conclusion. Analyze user interfaces, maintain hardware and software performance tuning, analyze workload and computer usage, maintain interfaces with outside systems, analyze downtimes, and analyze proposed system modifications, upgrades and new COTS. Analyze the problem and the information to be processed. Define the problem, and develops system requirements and program specifications, from which programmers prepare detailed flow charts, programs, and tests. Coordinate closely with programmers to ensure proper implementation of program and system specifications. Develop, in conjunction with functional users, system alternative solutions.	Bachelor's Degree in Computer Science, Information Systems, Business or equivalent field.
28	Computer Systems Analyst – Level III, Health IT	6 Years of related Technical Experience	Provide technical and administrative direction for personnel performing software development tasks, including the review of work products for correctness, adherence to the design concept and to user standards, and for progress in accordance with schedules. Coordinate with the Project and/or Program Manager to ensure problem solution and user satisfaction. Make recommendations, if needed, for approval of major systems installations. Prepare milestone status reports and deliveries/presentations on the system concept to colleagues, subordinates, and end user representatives. Provide daily supervision and direction to support staff.	Bachelor's Degree in Computer Science, Information Systems, Business or equivalent field.

29	Configuration Management Specialist, Health IT	3 Years of related Technical Experience	Provide configuration management planning. Describe provisions for configuration identification, change control, configuration status accounting, and configuration audits. Regulate the change process so that only approved and validated changes are incorporated into product documents and related software.	Associates Degree in related field.
30	Cost Analyst – Level I, Health IT	1 Year of related Experience	Perform functional economic analysis to evaluate the costs of alternative ways to accomplish functional objectives, analyze investment costs, benefits, and risks as a net change to the functional baseline cost, and the cost of doing business now and in the future, ensuring that cross-functional, security, and other integration issues are addressed.	Bachelor's Degree in related field.
31	Cost Analyst – Level II, Health IT	3 Years of related Experience	Perform complex functional economic analysis to evaluate the costs of alternative ways to accomplish functional objectives, analyze investment costs, benefits, and risks as a net change to the functional baseline cost, and the cost of doing business now and in the future, ensuring that cross-functional, security, and other integration issues are addressed.	Bachelor's Degree in related field.
32	Data Entry Clerk, Health IT	1 Year of Experience	Perform data entry via on-line data terminal, key-to-tape, key-to-disk, or similar device. Verify data entered, where applicable.	High School Diploma or equivalent

33	Data Security Specialist, Health IT	2 Years of related Technical Experience	Provide support to plan, coordinate, and implement the organization's information security. Provide support for facilitating and helping agencies identify their current security infrastructure and define future programs, design and implementation of fire-wall and other related security issues on LANs/WANs. A working knowledge of several of the following areas is required: understanding of business security practices and procedures; knowledge of current security tools available; hardware/software firewalls and their implementation; different communication protocols; encryption techniques/tools; familiarity with commercial products (e.g., – Domain Name Systems, public-key encryption technology, Smartcard, Cyberguard, TimeStep), and current Internet and electronic commerce technology.	Bachelor's Degree in Computer Science, Information Systems, Business or equivalent field.
34	Data Standardization Specialist, Health IT	4 Years of related Technical Experience	Provide technical support in the evaluation of prime object names, data elements, and other objects. Evaluate proposed objects and their attributes. Ensure that proposed object definitions are clear, concise, technically correct, and that they represent singular concepts. Ensure that the values of object attributes and domains are accurate and correct. Ensure that the proposed objects are consistent with data and process models.	Bachelor's Degree in Computer Science, Information Systems, Business or equivalent field.

35	Database Administrator, Health IT	2 Years of related Technical Experience	Analyze database requirements of assigned projects. Analyze and determine information needs and elements, database relationships and attributes, proposed manipulation, data flow and storage requirements, and data output and reporting capabilities. Apply knowledge of database management systems to coordinate maintenance and changes to databases. Test and implement changes or new database designs. Write logical and physical database descriptions, including location, space, access method, and security requirements. Provide direction to programmers and analysts as required to affect changes to database management systems. Provide answers to database questions. Knowledge of and ability to monitor databases and to analyze and organize data and apply new technology designs and programs.	Bachelor's Degree in Computer Science, Information Systems, Business or equivalent field.
36	Database Management Specialist – Level I, Health IT	2 Years of related Technical Experience	Provide administrative support specifically dedicated to the requirements of the project team. Perform data entry, queries data research and reports generation activities. Knowledge of relational database environment.	Bachelor's Degree in Computer Science, Information Systems, Business or equivalent field.
37	Database Management Specialist – Level II, Health IT	4 Years of related Technical Experience	Provide highly technical expertise in the use of DBMS. Evaluate and recommend available DBMS products to support validated user requirements. Define file organization, indexing methods, and security procedures for specific user applications. Test and assist in the implementation of changes or new database designs. Monitor database usage and statistics. Knowledge of relational database environment.	Bachelor's Degree in Computer Science, Information Systems, Business or equivalent field.
38	Database Management Specialist – Level III, Health IT	6 Years of related Technical Experience	Manage the development of data base projects. Plan and budget staff and data base resources. When necessary, reallocate resources to maximize benefits. Prepare and deliver presentations on DBMS concepts. Provide daily	Bachelor's Degree in Computer Science, Information Systems, Business or equivalent field.

			supervision and direction to support staff. Extensive knowledge of relational database environment.	
39	Database Specialist – Level I, Health IT	2 Years of related Technical Experience	Evaluate and recommend available DBMS products to meet user requirements. Determine file organization, indexing methods, and security procedures for specific user application.	Bachelor's Degree in Computer Science, Information Systems, Business or equivalent field.
40	Database Specialist – Level II, Health IT	4 Years of related Technical Experience	Evaluate and recommend available DBMS products to meet user requirements. Determine file organization, indexing methods, and security procedures for specific user application.	Bachelor's Degree in Computer Science, Information Systems, Business or equivalent field.
41	Database Specialist – Level III, Health IT	6 Years of related Technical Experience	Evaluate and recommend available DBMS products to meet user requirements. Determine file organization, indexing methods, and security procedures for specific user application.	Bachelor's Degree in Computer Science, Information Systems, Business or equivalent field.
42	Data Warehousing Administrator, Health IT	6 Years of related Technical Experience	Coordinate the data administration technical function for both data warehouse development and maintenance. Facilitate change control, problem management, and communication among data architects, programmers, analysts, and engineers. Establish and enforce processes to ensure a consistent, well managed, and well integrated data warehouse infrastructure.	Bachelor's Degree in Computer Science, Information Systems, Business or equivalent field.
43	Data Warehouse Analyst, Health IT	5 Years of related Technical Experience	Design, implement and support data warehousing. Implement business rules via stored procedures, middleware, or other technologies. Define user interfaces and functional specifications.	Bachelor's Degree in Computer Science, Information Systems, Business or equivalent field.
44	Data Warehouse Programmer, Health IT	4 Years of related Technical Experience	Provide product support and maintenance of the data warehouse. Perform data warehouse design and construction. Prepare/implement data verification and testing methods for the data warehouse.	Bachelor's Degree in Computer Science, Information Systems, Business or equivalent field.

45	Disaster Recovery Specialist, Health IT	5 Years of related Technical Experience	<p>Previous experience in business recovery or disaster recovery planning required. General knowledge of business processes, management structures, and technology programs/platforms are preferred. Strong verbal and written communications skills are desirable. Provide support in the development of a Government Agencies emergency management and business recovery plans; perform functions pertaining to the agencies business risk assessments; review and develop business recovery strategies; draft procedures for identifying failures and invoking contingency plans; create response procedures and identifying communications channels; communicate with various response teams during testing and actual execution of recovery procedures. Support the design, development, installation, implementation and administration of backup solutions. Make recommendations to the user community and the operations group on system enhancements.</p>	Bachelor's Degree in Computer Science, Information Systems, Business or equivalent field.
46	Document Control Specialist – Level I, Health IT	1 Year of related Technical Experience	<p>Track and maintain the location of records utilizing a personal computer based tracking system. Typically scan bar coded boxes and their locations, update tracking systems as required, archive records, ship and receive records, coordinate the pickup, storage, and delivery of records, perform records searches as requested by clients, maintain logs on the receipt and shipment of records, destroy and archive documents, and prepare periodic inventories of records. Work normally requires lifting boxes of medium weight throughout the day.</p>	High School Diploma or equivalent

47	Document Control Specialist - Level II, Health IT	3 Years of related Technical Experience	Track and maintain the location of records utilizing a personal computer based tracking system. Typically scan bar coded boxes and their locations, update tracking systems as required, backup databases on a daily basis, archive records, ship and receive records, coordinate the pickup, storage, and delivery of records, monitor the movement of records through all tasks from initial receipt through final destruction or archiving, perform records searches as requested by clients, maintain logs on the receipt and shipment of records, destroy and archive documents, and prepare periodic inventories of records. Prioritize various tasks, interpret specific instructions, and apply creative problem solving techniques in a variety of situations. Work normally requires lifting boxes of medium weight throughout the day.	High School Diploma or equivalent
48	Document Control Specialist – Level III, Health IT	5 Years of related Technical Experience	Track and maintain the location of records utilizing a personal computer based tracking system. Typically scan bar coded boxes and their locations, update tracking systems as required, backup databases on a daily basis, archive records, ship and receive records, coordinate the pickup, storage, and delivery of records, monitor the movement of records through all tasks from initial receipt through final destruction or archiving, perform records searches as requested by clients, maintain logs on the receipt and shipment of records, destroy and archive documents, and prepare periodic inventories of records. Work normally requires lifting boxes of medium weight throughout the day. Prioritize various tasks, interpret specific instructions, and apply creative problem solving techniques in a variety of situations. May supervise other document center staff.	Associate Degrees in related field

49	Document Support Specialist – Level I, Health IT	1 Year of related Technical Experience	Edit, type, and prepare memoranda of a technical and/or managerial nature. Maintain logs relating to work in progress, meetings, etc. Prepare specialized communications, maintain logs on communications sent and received, arrange and log special shipments of records. Documentation will often involve flow diagrams, configuration drawings, functional systems flow diagrams, graphics, etc. Knowledge of the use of word processing software.	High School Diploma or equivalent
50	Document Support Specialist – Level II, Health IT	3 Years of related Technical Experience	Edit, type, and prepare memoranda of a technical and/or managerial nature. Maintain logs relating to work in progress, meetings, etc. Prepare specialized communications, maintain logs on communications sent and received, arrange and log special shipments of records. Documentation will often involve flow diagrams, configuration drawings, functional systems flow diagrams, graphics, etc. Knowledge of the use of word processing software and the use of advanced software features such as style sheets and macros.	High School Diploma or equivalent
51	Duplicating Machine Operator, Health IT	1 Year of related Technical Experience	Operate one or more photocopying office machines to make copies of documents such as letters, reports, directives, manuals, articles and bulletins. Operate small binding machines. Perform clerical duties associated with the request for printing and photographic services. Prepare assembly sheets and printing requisitions with specifications for printing and binding. Track work and deliver and pick up work. Perform minor repairs and preventive maintenance. Maintain an inventory of supplies and parts needed for reproduction equipment. Coordinate repairs with vendors. Demonstrated experience operating high speed copiers including the ability to coordinate tasks and maintain accountability for vital project functions.	High School Diploma or equivalent

52	Electronic Data Interchange (EDI) Specialist, Health IT	4 Years of related Technical Experience	Analyze, design, and develop specifications for enhancements and extensions with Electronic Data Interchange (EDI) application interfaces and maps. Coordinate EDI testing and trading partner implementation initiatives. Provide support for EDI database analysis, design, and operations. Establish and maintain communications within organization and with partners. Conduct and manage product evaluations. Provide product installation, configuration, and training. Perform systems maintenance to update records, specifications, and operating procedures of partner systems. Maintain EDI account transaction activities.	Bachelor's Degree in Computer Science, Information Systems, Business or equivalent field.
53	Electronic Meeting Technographer, Health IT	1 Year of related Technical Experience	Support the meeting facilitator or Data Modeler in preparing and conducting meetings, and in meeting follow-up activities. Manipulate on-line electronic meeting software, such as GroupSystems V, for Business Reengineering or Process Improvement sessions. Catalog, maintain, and distribute customer session data files.	High School Diploma or equivalent
54	Enterprise Resource Planning (ERP) Specialist, Health IT	6 Years of related Technical Experience	Adapt functional business requirements and processes to technical solutions based upon comprehensive enterprise application solution sets. Enterprise resource planning and management processes, include but are not limited to: knowledge management, investment analysis, data warehousing, ecommerce, return on investment analysis, human resource analysis, material management and logistics, supply chain management, procurement, ordering, manufacturing, decision support, and information dissemination.	Bachelor's Degree in Computer Science, Information Systems, Business or equivalent field.

55	Facilitator, Health IT	3 Years of related Experience	Assist group members of teams formed in developing information system specifications and functionality to communicate their ideas, information, and opinions more effectively. Manage the team meetings and workshops. Keep the team focused on the subject at hand to achieve objectives. Assures discussions are brought to conclusion.	Bachelor's Degree in related field.
56	Financial Analyst – IT, Health IT	3 Years of related Experience	Typically determine the feasibility of automating Government financial business practices. Support definition of Government financial business practices and incorporate processes into an automated solution. Assist in applying sound accounting and data processing principles. Integrate Government financial business practices. Identify potential problems and solutions through analysis and recommends solutions. Work with functional specialists, vendors, and customers to effectively automate requirements. Apply applications, while adhering to established accounting principles and practices.	Bachelor's Degree in related field.
57	Functional Analyst – Level I, Health IT	1 Year of related Technical Experience	Analyze user needs to determine functional and cross-functional requirements. Perform functional allocation to identify required tasks and their interrelationships. Identify resources required for each task.	Bachelor's Degree in Information Security, Computer Science or equivalent field.
58	Functional Analyst – Level II, Health IT	3 Years of related Technical Experience	Analyze user needs to determine functional and cross-functional requirements. Perform functional allocation to identify required tasks and their interrelationships. Identify resources required for each task. Provide daily supervision and direction to support staff.	Bachelor's Degree in Information Security, Computer Science or equivalent field.
59	General Clerk – Level I, Health IT	1 Year of Experience	Perform simple repetitive tasks such as filing pre-coded documents in a chronological file or operating office equipment, e.g., photocopy, addressograph or mailing machine, microfilming, and electronic imaging. Normally requires an eye for detail in performing all document related tasks.	High School Diploma or equivalent.

60	General Clerk – Level II, Health IT	3 Years of Experience	Perform repetitive clerical steps performed in a prescribed or slightly varied sequence, such as coding and filing documents in an extensive alphabetical file, simple posting to individual accounts, opening mail, running mail through metering machines, and calculating and posting charges to departmental accounts. May have responsibility for preparing a variety of documents for microfilming and electronic imaging using written guidelines. Work requires an eye for detail in performing all document related tasks.	High School Diploma or equivalent.
61	General Clerk – Level III, Health IT	5 Years of Experience	Perform tasks that require the selection of the appropriate methods from a wide variety of procedures that may require an interpretation and/or adaptation of guidelines. The clerical steps often vary in type or sequence, depending on the task. Recognized problems are referred to others. Often required to assist less experienced staff in the performance of office procedures. Work requires an eye for detail in performing all document related tasks.	High School Diploma or equivalent.
62	Geographic Information System (GIS) Specialist, Health IT	4 years of related experience	Develop, maintain and update Geographic Information System (GIS) databases; obtain data from city, state, federal and private sources; receive and review maps, land parcel records and engineering documents. Identify pertinent GIS information and convert data into proper GIS formats. Ensure accuracy and completeness; enter data into databases; and update essential GIS layers and databases. Create a variety of maps and GIS related documents. Provide expertise in GIS hardware and software products. Provide technical support to GIS users.	Bachelor's Degree in related field.
63	Graphical User Interface Designer, Health IT	2 Years of related Experience	Provide specialized expertise in the design and layout of graphical user interfaces, particularly, screen layouts and functionality for client-server applications (e.g. Microsoft Windows presentation screens). Conduct studies, testing	Bachelor's Degree in related field.

			and evaluation of screen prototypes for functionality, ease of use, efficiency, and accuracy.	
64	Graphics Specialist, Health IT	2 Years of related Experience	Conceptualize, design, and develop a wide variety of information materials (technical, promotional, informational), such as forms, labels, brochures, meeting and conference handouts, slides, posters, and other presentation aids. Design other visuals such as logos, mastheads, and illustrations for articles in technical manuals, health journals, and other publications using advanced desktop publishing, page layout, and/or typesetting software to design and develop high quality textual and graphic compositions that communicate complex technical information. Develop systems for scheduling and tracking requests for graphics/artwork to insure timely and efficient completion of all work products.	Associates Degree in related field.
65	Hardware Draftsman, Health IT	1 Year of related Experience	Develop engineering drawings, using computer based drawing packages such as Aptitude. Develop engineering drawings for site plans, electrical interconnect, and mechanical plans for specialized hardware.	Associates Degree in related field.
66	Hardware Installation Technician – Level I, Health IT	1 Year of related Technical Experience	Conduct site surveys; assess and document current site network configuration and user requirements. Design and optimize network topologies. Analyze existing requirements and prepare specifications for hardware acquisitions. Prepare engineering plans and site installation Technical Design Packages. Develop hardware installation schedules. Prepare drawings documenting configuration changes at each site. Prepare site installation and test reports. Configure computers, communications devices, and peripheral equipment. Install network hardware. Train site personnel in proper use of hardware. Build specialized interconnecting cables.	High School Diploma or equivalent

67	Hardware Installation Technician – Level II, Health IT	3 Years of related Technical Experience	Organize and direct hardware installations on site surveys. Assess and document current site network configuration and user requirements. Design and optimize network topologies. Analyze and develop new hardware requirements and prepare specifications for hardware acquisitions. Direct and lead preparation of engineering plans and site installation Technical Design Packages. Develop hardware installation schedules. Mobilize installation team. Direct and lead preparation of drawings documenting configuration changes at each site. Prepare site installation and test reports. Coordinate post installation operations and maintenance support.	High School Diploma or equivalent
68	Hardware Specialist – Information Technology, Health IT	3 Years of related Technical Experience	Review computer systems in terms of machine capabilities and man-machine interface. Prepare reports and studies concerning hardware. Prepare functional requirements and specifications for hardware acquisitions. Ensure that problems have been properly identified and solutions will satisfy the user's requirements.	Associates Degree in Computer Science or equivalent
69	Help Desk Manager, Health IT	5 Years of related Technical Experience	Provide daily supervision and direction to staff who are responsible for phone and in-person support to users in the areas of e-mail, directories, computer operating systems, desktop applications for all types of computer systems, and applications developed or deployed under this contract. Serve as the first point of contact for troubleshooting hardware/software, all types of computer systems (PC and Mac), and printer problems.	Associates Degree in Computer Science or equivalent
70	Help Desk Specialist, Health IT	2 Years of related Technical Experience	Provide phone, email, web, and in-person support to users in the areas of e-mail, directories, computer operating systems, desktop applications for all types of computer systems, and applications developed or deployed under this contract. Serve as the first point of contact for	High School Diploma or equivalent

			troubleshooting hardware/software, all types of computer systems (PC and Mac), and printer problems.	
71	Imaging Specialist/Technician – Level I	1 Year of related Experience	Digitize images into databases for preservation and enhancement by imaging software. Use hardware and software to fine-tune original digital image for color and resolution and perform quality assurance. Store digital image files on various digital media. Maintain records of workflow, image creation and storage of digital files.	High School Diploma or equivalent
72	Imaging Specialist/Technician – Level II	3 Years of related Experience	Digitize images into databases for preservation and enhancement by imaging software. Use hardware and software to fine-tune original digital image for color and resolution and perform quality assurance. Store digital image files on various digital media. Maintain records of workflow, image creation and storage of digital files. Develop procedures for programming and execution of software to manipulate digital images.	High School Diploma or equivalent
73	Imaging Specialist/Technician – Level III	5 Years of related Experience	Digitize images into databases for preservation and enhancement by imaging software. Use hardware and software to fine-tune original digital image for color and resolution and perform quality assurance. Store digital image files on various digital media. Maintain records of workflow, image creation and storage of digital files. Develop procedures for programming and execution of software to manipulate digital images. Provide highly technical and specialized solutions to complex imaging problems. Perform analyses, studies, and reports related to imaging.	Associates Degree in related field.

74	Informatic Specialist/Bioinformatician, Health IT	6 Years of related Technical Experience	Provide high level expertise in the application of technology to areas of interest to Government health organizations including Medical Informatics or Public Health Informatics; statistics, biostatistics, mathematics; specific tools and data resources relevant to the federal health mission including SAS, Epi Info, etc.; applying sound quantitative data and methods to support deployment of resources for massive public health surveillance, prevention and intervention campaigns and related health activities. Provide expertise across a wide variety of IT areas as applied to public health, including information retrieval technology, decision science, web technology, data mining, expert systems, networking, public health science, and education. Provide expertise in the integration of a variety of heterogeneous public health information systems and databases the sharing and dissemination of public health information; in the interaction of information security technology and the requirements for privacy and confidentiality of public health data; in the application of the HIPPA regulations to the use of information technology in public health; in new areas of interest to public health including the information available from managed care organizations; with national and/or international standards development activities such as HL7, X12, W3C; and in the application of advanced scientific visualization technology to public health science and practice.	Bachelor's Degree in Information Security, Computer Science or equivalent field.
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75	Information Engineer – Level I, Health IT	2 Years of related Technical Experience	<p>Apply business process improvement practices to re-engineer methodologies/principles and business process modernization projects. Apply, as appropriate, activity and data modeling, transaction flow analysis, internal control and risk analysis and modern business methods and performance measurement techniques. Assist in establishing standards for information systems procedures. Develop and apply organization-wide information models for use in designing and building integrated, shared software and database management systems and data warehouses. Construct sound, logical business improvement opportunities consistent with corporate Information Management guiding principles, cost savings, and open system architecture objectives.</p>	Bachelor's Degree in Information Security, Computer Science or equivalent field.
76	Information Engineer – Level II, Health IT	4 Years of related Technical Experience	<p>Apply an enterprise-wide set of disciplines for the planning, analysis, design and construction of information systems on an enterprise-wide basis or across a major sector of the enterprise. Develop analytical and computational techniques and methodology for problem solutions. Perform enterprise wide strategic systems planning, business information planning, business and analysis. Perform process and data modeling in support of the planning and analysis efforts using both manual and automated tools; such as Integrated Computer-Aided Software Engineering tools. Apply reverse engineering and re-engineering disciplines to develop migration strategic and planning documents. Provide technical guidance in software engineering techniques and automated support tools. Provide daily supervision and direction to staff.</p>	Bachelor's Degree in Information Security, Computer Science or equivalent field.

77	Information Resource Management Analyst, Health IT	4 Years of related Technical Experience	Ensures problem resolution and customer satisfaction for individual task orders. Perform technical and administrative efforts for tasks, including review of work products for correctness, compliance with industry-accepted standards, Federal Government legislative and regulatory requirements and user standards specified in task orders. Develop requirements of IT product/service (including specifications, feasibility studies, requirement analysis, etc.) from inception to conclusion on simple to complex projects.	Bachelor's Degree in Information Security, Computer Science or equivalent field.
78	Information Systems Training Specialist, Health IT	3 Years of related Technical Experience	Provide support for coordinating, developing, and delivering computer-related training to the user community. Provide second level support and coordinate training with help desks. Provide standards, services, and guidance on IT related training programs that are designed to enable Government agency personnel to use information technologies and systems more productively. Services include the development, delivery, and/or coordination of training courses and materials that address specific agency needs. Possess thorough knowledge of appropriate hardware and software (ex. – PCs, Microsoft (MS) Windows, MS Office, and applications such as from SAP and Peoplesoft). Understand computer functions and related technical terminology and how they are applied in everyday business situations. Possess exceptional interpersonal skills and superior oral and written communication skills.	Bachelor's Degree in Information Security, Computer Science or equivalent field.
79	IT Policy/Legislative Specialist, Health IT	5 years of related experience	Assist in interpreting and implementing IT public policy initiatives. Typical support includes assistance with long-term strategy development, tracking legislation, and making policy recommendations. Meet with client often on a daily basis to relay progress and establish priorities.	Bachelor's Degree in related field.

80	IT Strategic/Capital Planner, Health IT	6 Years of related Technical Experience	Provide strategic planning of large projects or a significant segment of a strategic planning portion of a large complex project. Provide the overall approach to clarify mission statements so they can be used as springboards in envisioning their desired future. Assist in developing mission and vision statements, subsequent goal delineation, provide guidance for building operational plans and specifying measurable outcomes to include capital outlay planning efforts in a consolidated strategic planning process and prioritizes those initiatives. Assist in preparation of key strategic planning documentation, including Office of Management and Budget (OMB) Form 300.	Bachelor's Degree in related field.
81	Knowledge Management Specialist, Health IT	4 Years of related Experience	Assist in the design, development, and implementation of Knowledge Management (KM) strategies. Apply expertise in KM tools and deploy information management and content management strategies and experience. Comprehend and recognize key barriers to KM behavioral change and develop effective change management programs. Analyze business processes, interview stakeholders, and evaluate strategic and IT plans to develop KM programs. Develop KM governance structures and processes for implementing KM programs and systems and provide consulting thought leadership on current best practices in KM, portal design, and intellectual capital and content management.	Bachelor's Degree in related field.

82	Librarian, Health IT	1 Year of related Experience	Maintain library collections of books, serial publications, documents, audiovisual, and other materials and assist groups and individuals in locating and obtaining materials. Furnish information on library activities, facilities, rules and services. Explain and assist in the use of reference sources, such as card or book catalog or book and periodical indexes to locate information. Issue and receive materials for circulation or use in library. Assemble and arrange displays of books and other library materials. Maintain reference and circulation materials. Answer correspondence on special reference subjects. Assist in the development of library policy and procedures. Plan, implement, evaluate services, and develop service standards.	High School Diploma or equivalent
83	Librarian Technician, Health IT	1 Year of related Experience	Provide information service, such as answering questions regarding card catalogs, and assist in the use of bibliographic tools, such as Library of Congress catalog. Perform routine cataloging of library materials. File cards in catalog drawers according to system used. Answer routine inquiries, and refer people requiring professional assistance to the Librarian. Verify bibliographic information on order requests. Work or direct workers in maintenance of stacks or in section of department or division, such as ordering or receiving section of acquisitions department, card preparation activities in catalog department, or limited loan or reserve desk operation of circulation department.	High School Diploma or equivalent

84	Medical Billing/Account Management Specialist	1 Year of related Experience	Provide technical analysis and verify the accuracy of invoices to ensure that full and accurate services and features are as requested. Input and validate service orders. Analyze vendor invoices, customer inventories of service and equipment, and service orders to assure rates are correct and in compliance with quoted prices and dates of service. Reconcile invoice and inventory records, ensuring accuracy of International Statistical Classification of Diseases and Related Health Problems (ICD) codes, if necessary, and advise the customer of discrepancies that could affect payment of invoices. Operate and update various data bases relative to task order and inventory maintenance.	High School Diploma or equivalent
85	Modeling and Simulation Specialist, Health IT	4 Years of related Technical Experience	Specify, design, develop, implement, and support projects that focus on dynamic or static modeling and simulation. Provide expertise in the application of modeling and simulation to design, engineering analysis, and control applications.	Bachelor's Degree in Computer Science of equivalent
86	Network Administrator, Health IT	2 Years of related Technical Experience	Support the installation, implementation, troubleshooting, and maintenance of agency wide-area networks (WANs) and local-area networks (LANs). Assist in designing and managing the WAN infrastructure and any processes related to the WAN. Provide Production Support of the Network, including: day-to-day operations, monitoring and problem resolution client Networks. Provide second level problem identification, diagnosis and resolution of problems. Support the dispatch of circuit and hardware vendors involved in the resolution process. Support the escalation and communication of status to agency management and internal customers. A working knowledge is desirable in various software systems and architectures, communications protocols: and network hardware devices.	Bachelor's Degree in Computer Science of equivalent

87	Network Draftsman, Health IT	2 Years of related Experience	Develop engineering drawings, using computer based drawing packages such as Aptitude. Develop engineering drawings for site plans, network configuration and design.	Associates Degree in related field.
88	Network Installation Technician – Level I, Health IT	1 Year of related Technical Experience	Conduct site surveys. Assess and document current site network configuration and user requirements. Design and optimize network topologies. Follow engineering plans and site installation Technical Design Packages. Develop installation schedules. Work with network installation team. Assist in the preparation of drawing and documenting configuration changes at each site. Prepare site installation and test reports.	Associates Degree in Computer Science or equivalent
89	Network Installation Technician – Level II, Health IT	3 Years of related Technical Experience	Organize and direct network installations on site surveys. Assess and document current site network configuration and user requirements. Design and optimize network topologies. Direct and lead preparation of engineering plans and site installation Technical Design Packages. Develop installation schedules. Mobilize network installation team. Direct and lead preparation of drawings documenting configuration changes at each site. Prepare site installation and test reports. Coordinate post installation operations and maintenance support.	Associates Degree in Computer Science or equivalent

90	Network Support Technician, Health IT	2 Years of related Technical Experience	Provide support to monitor, install and perform maintenance on personal computers, laptop computers, software, and networks. Provide support in responding to system user requests for assistance. Provide support for on-the-spot diagnostic evaluations, implementation of corrections, and training users in proper operation of systems and programs. Provide support to: install and provide basic support for approved PC software; perform upgrades to all computer platforms, train office staff on computers, maintain logs and inventory of equipment repairs, assist in administering all computer platforms as directed and assist in resolving any operations problems. Support the agency LAN Administrator with server maintenance and administration. Require general knowledge of network products including, but not limited to, Novell, CISCO, and UNIX.	Associates Degree in Computer Science or equivalent
91	Operations Manager, Health IT	6 Years of related Technical Experience	Manage computer operations. Ensure production schedules are met. Ensures computer system resources are used effectively. Coordinate the resolution of production-related problems. Ensure proper relationships are established between customers, teaming partners, and vendors to facilitate the delivery of information technology services. Provide users with computer output. Supervise staff operations.	Bachelor's Degree in Computer Science or equivalent
92	Procurement Product Specialist, Health IT	4 Years of related Experience	Provide analysis, design, development, testing, and implementation of computer software in support of a range of functional and technical requirements to provide support for procurement software development tasks. Provide expertise in procurement processing to develop automated systems.	Associates Degree in related field.

93	Program Administration Specialist, Health IT	2 Years of related Experience	Assist in the preparation of management plans and reports. Coordinate schedules to facilitate completion of proposals, contract deliverables, task order review, briefings/presentations, and in-process review preparation. Perform analysis, development, and review of program administrative operating procedures.	Associates Degree in related field.
94	Program Analyst, Health IT	4 Years of related Experience	Provide analytical consultative services required to administer programs throughout all phases of business requirements analysis, software design, system and performance testing, and implementation. Analyze and review budget, schedule, and other program resources. Identify resource shortfalls and make corrective recommendations. Participate in analysis sessions to provide program requirements. Review the business and system, software and system integration requirements to ensure the requirements meet the program needs. Consider alternatives and develop recommendations. Identify, communicate and resolve risks. Identify and resolve issues to eliminate or mitigate the occurrence of consequences that may impact the success of the project. Research and analyze resource material. Monitor system tests; reviews test results; identify project issues.	Bachelor's Degree in related field.

95	Program Manager, Health IT, Health IT	7 Years of related Technical Experience	Serve as the program manager typically responsible for organizing, directing, and managing all aspects of contract operational support functions involving multiple complex and inter-related project tasks that often require managing teams of Contractor personnel at multiple locations. Provide overall direction of program activities. Manage and maintain Contractor interface with the senior levels of the customer's organization. Consult with customer and Contractor personnel to formulate and review task plans and deliverables, ensuring conformance with program and project task schedules and costs and contractual obligations. Establish and maintain technical and financial reports to show progress of projects to management and customers, organize and assign responsibilities to subordinates, oversee the successful completion of all assigned tasks, and assume the initiative and provide support to marketing personnel in identifying and acquiring potential business.	Bachelor's Degree in related field.
96	Project Control Specialist, Health IT	4 years of related experience	Direct all financial management and administrative activities, such as budgeting, manpower and resource planning and financial reporting. Perform complex evaluations of existing procedures, processes, techniques, models, and/or systems related to management problems or contractual issues, which would require a report and recommend solutions. Develop work breakdown structures, prepare charts, tables, graphs, and diagrams to assist in analyzing problems. Provide daily supervision and direction to staff.	Bachelor's Degree in related field.
97	Project Leader, Health IT	6 years of related experience	Consult in a specific functional area of project. Support the development of work plans to fulfill Government requirements. Support formulation of milestone schedules or other documented plans.	Bachelor's Degree in related field.

98	Project Manager – Level I, Health IT	2 Year of related Technical Experience	Typically oversee all aspects of the project, leading a team on large projects or a significant segment of large and complex projects. Analyze new and complex project-related problems and create innovative solutions that normally involve the schedule, technology, methodology, tools, solution components, and financial management of the project. Provide applications systems analysis and long and short-range plans for application selection, systems development, systems maintenance, and production activities for necessary support resources.	Bachelor's Degree in related field.
99	Project Manager – Level II, Health IT	4 Years of related Technical Experience	Typically oversee all aspects of the project, leading a team on large projects or a significant segment of large and complex projects. Analyze new and complex project-related problems and create innovative solutions that normally involve the schedule, technology, methodology, tools, solution components, and financial management of the project. Provide applications systems analysis and long and short-range plans for application selection, systems development, systems maintenance, and production activities for necessary support resources.	Bachelor's Degree in related field.
100	Project Manager – Level III, Health IT	6 Years of related Technical Experience	Typically oversee all aspects of the project, leading a team on large projects or a significant segment of large and complex projects. Analyze new and complex project-related problems and create innovative solutions that normally involve the schedule, technology, methodology, tools, solution components, and financial management of the project. Provide applications systems analysis and long and short-range plans for application selection, systems development, systems maintenance, and production activities for necessary support resources.	Bachelor's Degree in related field.

101	Public Health Analyst	5 Years of related Technical Experience	Oversee and develop data management systems, including computer programs to monitor data quality, such as SAS, MS ACCESS, MS Excel, etc. Analyze data for reports, presentations and publications; assist in the review of study data for data quality; organize study files, including data and correspondence files using common word processing software; perform scientific, medical and research literature searches and prepare slides for scientific presentations.	Bachelor's Degree in related field.
102	Quality Assurance Analyst, Health IT	3 Years of related Technical Experience	Provide technical and administrative direction for personnel performing software development tasks, including the review of work products for correctness, adherence to the design concept and to user standards, review of program documentation to assure Government standards/requirements are adhered to, and for progress in accordance with schedules. Coordinate with the Project Manager and/or Quality Assurance Manager to ensure that problems are solved to the user's satisfaction. Make recommendations, if needed, for approval of major systems installations. Prepare milestone status reports and deliveries/presentations on the system concept to colleagues, subordinates, and end user representatives.	Bachelor's Degree in Computer Science, Information Systems or related field.
103	Quality Assurance Manager, Health IT	6 Years of related Technical Experience	Establish and maintain a process for evaluating software and associated documentation. Determine the resources required for quality control. Maintain the level of quality throughout the software life cycle. Conduct formal and informal reviews at pre-determined points throughout the development life cycle. Provide daily supervision and direction to support staff.	Bachelor's Degree in Computer Science, Information Systems or related field.

104	Quality Assurance Specialist, Health IT	4 Years of related Technical Experience	Develop and implement quality control methodologies to ensure compliance with quality assurance standards, guidelines, and procedures in a large computer-based organization. Develop and define major and minor characteristics of quality including quality metrics and scoring parameters and determines requisite quality control resources for an actual task order. Establish and maintain a process for evaluating hardware, software, and associated documentation and/or assist in the evaluation. Conduct and/or participate in formal and informal reviews at pre-determined points throughout the development life cycle.	Bachelor's Degree in Computer Science, Information Systems or related field.
105	Records Management Specialist, Health IT	2 Years of related Technical Experience	Coordinate and track document requests following the guidance of the National Archives and Records Administration (NARA) and Federal Records Center (FRC). Coordinate classification reviews as required. Submit documents and track in a database. Answer customer requests for documents or assistance. Prepare expired records for destruction. Record receipt and storage including indexing. Populate databases. Perform database queries. Perform quality control of box contents. Perform inventory reconciliations. Provide classified mail services if required.	High School Diploma or equivalent
106	Scanner Operator	1 Year of related Experience	Operate high-speed scanner or cameras and personal computers to perform imaging or microfilming following established, written procedures. Perform daily, weekly, and monthly maintenance routines including minor repair service on cameras. Meet daily production goals and quality standards.	High School Diploma or equivalent
107	Scientific Data Analyst, Health IT	6 Years of related Technical Experience	Provide high level expertise in applicable public health disciplines to collect, abstract, code, analyze, or interpret scientific data contained within information systems and databases related to public health.	Bachelor's Degree in Computer Science, Information Systems or related field.

108	Subject Matter Expert – Level I, Health IT	4 Years of related Technical Experience	Provide technical knowledge and analysis of highly specialized applications and operational environment, high-level functional systems analysis, design, integration, documentation and implementation advice on moderately complex problems that require an appropriate level of knowledge of the subject matter for effective implementation. Apply 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. Assist other senior consultants with analysis and evaluation and with the preparation of recommendations for system improvements, optimization, development, and/or maintenance efforts in the following specialties: information systems architecture, networking; telecommunications, automation; communications protocols, risk management/electronic analysis, software; lifecycle management, software development methodologies, and modeling and simulation. Commensurate experience in IT and in new and related older technology that directly relates to the required area of expertise.	Bachelor's Degree in related field.
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109	Subject Matter Expert – Level II, Health IT	6 Years of related Technical Experience	Analyze user needs to determine functional requirements and define problems and develop plans and requirements in the subject matter area for moderately complex to complex systems related to information systems architecture, networking; telecommunications, automation, communications protocols, risk management/electronic analysis, software, lifecycle management, software development methodologies, and modeling and simulation. Perform functional allocation to identify required tasks and their interrelationships. Identify resources required for each task. Possess requisite knowledge and expertise so recognized in the professional community that the Government is able to qualify the individual as an expert in the field for an actual task order. Demonstrate exceptional oral and written communication skills. Commensurate experience in IT and in new and related older technology that directly relates to the required area of expertise.	Bachelor's Degree in related field.
110	Subject Matter Expert – Level III, Health IT	8 Years of related Technical Experience	Provide technical, managerial, and administrative direction for problem definition, analysis, requirements development, and implementation for complex to extremely complex systems in the subject matter area. Make recommendations and advise on organization-wide system improvements, optimization or maintenance efforts in the following specialties: information systems architecture; networking; telecommunications; automation; communications protocols; risk management/electronic analysis; software; lifecycle management; software development methodologies; and modeling and simulation. Commensurate experience in IT and in new and related older technology that directly relates to the required area of expertise.	Bachelor's Degree in related field.

111	System Administrator – Level I, Health IT	2 Years of related Technical Experience	Assist with the daily activities of configuration and operation of systems which may be mainframe, mini, or client/server based. Assist with the optimizing of system operation and resource utilization, and perform system capacity analysis and planning. Provide assistance to users in accessing and using business systems.	Bachelor's Degree in related field.
112	System Administrator – Level II, Health IT	4 Years of related Technical Experience	Perform the daily activities of configuration and operation of systems which may be mainframe, mini, or client/server based. Perform the optimizing of system operation and resource utilization, and perform system capacity analysis and planning. Provide assistance to users in accessing and using business systems.	Bachelor's Degree in related field.
113	System Administrator – Level III, Health IT	6 Years of related Technical Experience	Supervise and manage the daily activities of configuration and operation of systems which may be mainframe, mini, or client/server based. Plan and monitor the optimizing of system operation and resource utilization, and perform systems capacity analysis and planning. Plan and monitor assistance to users in accessing and using business systems.	Bachelor's Degree in related field.

114	Systems Architect – Level I, Health IT	6 Years of related Technical Experience	Establish system information requirements using analysis of the information engineer(s) in the development of enterprise-wide or large-scale information systems. Design architecture to include the software, hardware, and communications to support the total requirements as well as provide for present and future cross-functional requirements and interfaces. Ensure these systems are compatible and in compliance with the standards for open systems architectures, the Open Systems Interconnection (OSI) and ISO reference models, and profiles of standards – such as Institute of Electrical and Electronic Engineers (IEEE) Open Systems Environment (OSE) reference model – as they apply to the implementation and specification of information management solution of the application platform, across the Application Program Interface (API), and the external environment/software application. Ensure that the common operating environment is compliant with the Agency enterprise architecture and applicable reference models. Evaluate analytically and systematically problems of workflows, organization, and planning and develop appropriate corrective action. Provide daily supervision and direction to staff.	Bachelor's Degree in Computer Science, Information Systems or related field.
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115	Systems Architect – Level II, Health IT	8 Years of related Technical Experience	Establish system information requirements using analysis of the information engineer(s) in the development of enterprise-wide or large-scale information systems. Design architecture to include the software, hardware, and communications to support the total requirements as well as provide for present and future cross-functional requirements and interfaces. Ensure these systems are compatible and in compliance with the standards for open systems architectures, the OSI and ISO reference models, and profiles of standards – such as IEEE OSE reference model – as they apply to the implementation and specification of information management solution of the application platform, across the API, and the external environment/software application. Ensure that the common operating environment is compliant with the Agency enterprise architecture and applicable reference models. Evaluate analytically and systematically problems of workflows, organization, and planning and develop appropriate corrective action. Provide daily supervision and direction to staff.	Bachelor's Degree in Computer Science, Information Systems or related field.
116	Systems Engineer – Level I, Health IT	2 Years of related Technical Experience	Perform additions and changes to network hardware and operating systems, and attached devices; include investigation, analysis, recommendation, configuration, installation, and testing of new network hardware and software. Provide direct support in the day-to-day operations on network hardware and operating systems, including the evaluation of system utilization, monitoring response time and primary support for detection and correction of operational problems using knowledge of hardware and software installation and maintenance in a PC/LAN_WAN environment. Maintain network infrastructure standards including network communication	Bachelor's Degree in Computer Science, Information Systems or related field.

			protocols such as TCP Transport Control Protocol/Internet Protocol (TCP/IP).	
117	Systems Engineer – Level II, Health IT	4 Years of related Technical Experience	Coordinate and/or perform additions and changes to network hardware and operating systems, and attached devices; includes investigation, analysis, recommendation, configuration, installation, and testing of new network hardware and software. Provide direct support in the day-to-day operations on network hardware and operating systems, including the evaluation of system utilization, monitoring response time and primary support for detection and correction of operational problems. Troubleshoot at the physical level of the network, working with network measurement hardware and software, as well as physical checking and testing of hardware devices at the logical level working with communication protocols. Maintain network infrastructure standards including network communication protocols such as TCP/IP. Provide technical consultation, training and support to IT staff as designated by the Government.	Bachelor's Degree in Computer Science, Information Systems or related field.

118	Systems Engineer – Level III, Health IT	6 Years of related Technical Experience	Supervise, coordinate and/or perform additions and changes to network hardware and operating systems, and attached devices; including investigation, analysis, recommendation, configuration, installation, and testing of new network hardware and software. Provide direct support in the day-to-day operations on network hardware and operating systems including the evaluation of system utilization, monitoring response time and primary support for detection and correction of operational problems. Troubleshoot at the physical level of the network, working with network measurement hardware and software, as well as physical checking and testing of hardware devices at the logical level working with communication protocols. Participate in planning design, technical review and implementation for new network infrastructure hardware and network operating systems for voice and data communication networks. Maintain network infrastructure standards including network communication protocols such as TCP/IP. Provide technical consultation, training and support to IT staff as designated by the Government. Diagnose and resolve complex communication problems.	Bachelor's Degree in Computer Science, Information Systems or related field.
119	System Operator, Health IT	1 Year of related Technical Experience	Monitor and support computer processing. Coordinate input, output, and file media. Distribute output and controls computer operation that may be mainframe, mini, or client/server based.	High School Diploma or equivalent
120	System Programmer, Health IT	4 Years of related Technical Experience	Create and/or maintain operating systems, communications software, data base packages, compilers, assemblers, and utility programs. Modify existing software as well as create special purpose software to ensure efficiency and integrity between systems and applications.	Bachelor's Degree in Computer Science, Information Systems or related field.

121	Technical Writer/Editor – Level I, Health IT	2 Years of related Technical Experience	Assist in writing and/or editing technical documents, including business proposals, reports, user manuals, briefings and presentations, functional descriptions, system specifications, guidelines, special reports, and other project deliverables to meet contract requirements. Develop outlines and drafts for review and approval by technical specialists and project management ensuring that final documents meet applicable contract requirements and regulations. Research and gather technical and background information for inclusion in project documentation and deliverables. Consult relevant information sources, including library resources, technical and financial documents, and client and project personnel, to obtain background information, and verify pertinent guidelines and regulations governing project deliverables.	Associates Degree in related field.
122	Technical Writer/Editor – Level II, Health IT	4 Years of related Technical Experience	Assist in writing and/or editing technical documents, including business proposals, reports, user manuals, briefings and presentations, functional descriptions, system specifications, guidelines, special reports, and other project deliverables to meet contract requirements. Develop outlines and drafts for review and approval by technical specialists and project management ensuring that final documents meet applicable contract requirements and regulations. Research and gather technical and background information for inclusion in project documentation and deliverables. Consult relevant information sources, including library resources, technical and financial documents, and client and project personnel, to obtain background information, and verify pertinent guidelines and regulations governing project deliverables.	Associates Degree in related field.

123	Technical Writer/Editor – Level III, Health IT	6 Years of related Technical Experience	Assist in writing and/or editing technical documents, including business proposals, reports, user manuals, briefings and presentations, functional descriptions, system specifications, guidelines, special reports, and other project deliverables to meet contract requirements. Develop outlines and drafts for review and approval by technical specialists and project management ensuring that final documents meet applicable contract requirements and regulations. Research and gather technical and background information for inclusion in project documentation and deliverables. Consult relevant information sources, including library resources, technical and financial documents, and client and project personnel, to obtain background information, and verify pertinent guidelines and regulations governing project deliverables.	Bachelor's Degree in related field.
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124	Telecommunications Engineer – Level I, Health IT	2 years of related Technical Experience	<p>Provide support in the translation of business requirements into telecommunications requirements, designs and orders. Provide in-depth engineering analysis of telecommunications alternatives for Government agencies in support of their strategic modernization efforts. Provide telecommunications enhancement designs for medium and large-scale telecommunication infrastructures. Provide interface support to telecommunications end users, telecommunications operations personnel, and telecommunications strategic program management. Support telecommunications infrastructure using technology, and telecommunications engineering best practices; Transport Control Protocol / Internet Protocol (TCP/IP), routing protocols, LAN switching, Internet and Intranet systems, and Simple Network Management Protocol (SNMP) based network management systems. Lead design efforts that require in-depth technical knowledge of both wide area and local area communications. Analyze network performance with tools such as Sniffers, Concord Network Health, or Network Informant; network management tools such as Hewlett Packard Openview or Tivoli; the conduct of capacity planning and performance engineering; modeling and simulation tools such as COMNET III, Netmaker Mainstation, NetRule, or OPNET products. Perform comparative analysis of systems and designs based on merit and cost (in terms of capital and ongoing operations); and/or engineering economics (engineering-related cost benefit analysis).</p>	Bachelor's Degree in Computer Science, Information Systems or related field.
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125	Telecommunications Engineer - Level II, Health IT	4 years of related Technical Experience	<p>Manage the translation of business requirements into telecommunications requirements, designs and orders. Provide in-depth engineering analysis of telecommunications alternatives for Government agencies in support of their strategic modernization efforts. Provide telecommunications enhancement designs for medium and large-scale telecommunication infrastructures. Provide interface support to telecommunications end users, telecommunications operations personnel, and telecommunications strategic program management. Support telecommunications infrastructure using technology, and telecommunications engineering best practices; Transport Control Protocol / Internet Protocol (TCP/IP), routing protocols, LAN switching, Internet and Intranet systems, and Simple Network Management Protocol (SNMP) based network management systems. Lead design efforts that require in-depth technical knowledge of both wide area and local area communications. Analyze network performance with tools such as Sniffers, Concord Network Health, or Network Informant; network management tools such as Hewlett Packard Openview or Tivoli; the conduct of capacity planning and performance engineering; modeling and simulation tools such as COMNET III, Netmaker Mainstation, NetRule, or OPNET products. Perform comparative analysis of systems and designs based on merit and cost (in terms of capital and ongoing operations); and/or engineering economics (engineering-related cost benefit analysis). May provide daily supervision and direction to support staff.</p>	Bachelor's Degree in Computer Science, Information Systems or related field.
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126	Telecommunications Specialist – Level I, Health IT	2 Years of related Technical Experience	Assist senior personnel in formulating and developing communications requirements and design standards. Perform complex studies to determine networking capacities and reliability, and make recommendations to augment and/or enhance existing communications networks. Provide technical problem diagnoses and resolution support for all associated subsystems, including line monitoring, modem loop-back tests, LAN performance monitoring and terminal failure determination. Provide hardware and software installation and configuration support.	Associates Degree in Computer Science or equivalent
127	Telecommunications Specialist - Level II, Health IT	4 Years of related Technical Experience	Formulate and develop communications requirements and design standards. Perform complex studies to determine networking capacities and reliability, and make recommendations to augment and/or enhance existing communications networks. Provide technical problem diagnoses and resolution support for all associated subsystems, including line monitoring, modem loop-back tests, LAN performance monitoring and terminal failure determination. Provide hardware and software installation and configuration support.	Bachelor's Degree in Computer Science, Information Systems or related field.
128	Test Engineer, Health IT	4 Years of related Technical Experience	Evaluate, recommend, and implement automated test tools and strategies. Design, implement, and conduct test and evaluation procedures to ensure system requirements are met. Develop, maintain, and upgrade automated test scripts and architectures for application products. Write, implement, and report status for system test cases for testing. Analyze test cases and provide regular progress reports. Serve as subject matter specialist providing testing know-how for the support of user requirements of complex to highly complex software/hardware applications. Direct and/or participate in all phases of risk management assessments and software/hardware development with	Bachelor's Degree in Computer Science, Information Systems or related field.

			emphasis on analysis of user requirements, test design and test tools selection.	
129	Training Manager, Health IT	6 Years of related Technical Experience	Provide leadership and management for training tasks that are being performed by the Contractor. Prepare training documents and services that are required to support training requirements drawing input from the researchers, test engineers, systems analysts, training specialists, logisticians, and the Government and applying customer training policies. Supervise the activity of the Training Specialist(s). Maintain contact with the customer to insure that the training meets their needs.	Bachelor's Degree in Computer Science, Information Systems or related field.
130	Training Specialist – Level I, Health IT	2 Years of related Technical Experience	Conduct the research necessary to develop and revise training courses. Develop and revise courses and prepare appropriate training catalogs. Prepare student materials (course manuals, workbooks, handouts, completion certificates, and course critique forms). Train personnel by conducting formal classroom courses, workshops and seminars. Prepare reports and monitor training tasks in support of the goals of the Contractor Program Manager and the Government sponsor(s) using standard training standards and software and hardware programs such as modeling and simulation and prototyping efforts. Provide input to the Project Lead and the Contractor Program Manager on which decisions for training validation and or modifications of specified items or systems can be corrected.	Bachelor's Degree in Computer Science, Information Systems or related field.

131	Training Specialist – Level II, Health IT	4 Years of related Technical Experience	Conduct the research necessary to develop and revise training courses. Develop and revise courses and prepare appropriate training catalogs. Prepare instructor materials (course outline, background material, and training aids). Prepare student materials (course manuals, workbooks, handouts, completion certificates, and course critique forms). Train personnel by conducting formal classroom courses, workshops and seminars. Prepare reports and monitor training tasks in support of the goals of the Contractor Program Manager and the Government sponsor(s) using standard training standards and software and hardware programs such as modeling and simulation and prototyping efforts. Provide input to the Project Lead and the Contractor Program Manager on which decisions for training validation and or modifications of specified items or systems can be corrected.	Bachelor's Degree in Computer Science, Information Systems or related field.
132	Web Content Administrator, Health IT	2 Years of related Technical Experience	Provide support for developing and providing Agency Web-site content that will motivate and satisfy Government and civilian users' needs so that they will regularly access the site and utilize it as a major source for information, decision making and benefits delivery. Provide support for maintaining civil service handbook and policies/procedures on the agency Web; assisting in developing agency newsletter and civilian benefits communications; recommending new and innovative web uses as well as training and educating employees on the use and benefits of using the Web. Provide support in the location and pursuit of content and surveying internal customers to gather feedback for site improvement and enhancements. A working knowledge of several of the following are required: English (or Spanish), Journalism, graphic design or a related field, Web-site management, web servers, intranet site	Bachelor's Degree in Computer Science, Information Systems or related field.

			structures, and Webrelated software (ex. – MS FrontPage, Dream Weaver, Access, Hyper Text Markup Language (HTML), and Web 2.0 software such as wikis, portals, and Microsoft SharePoint).	
133	Web Designer, Health IT	2 Years of related Technical Experience	Provide support in upgrading, maintaining and creating content for Agency web-site under the guidance of Web Project Manager. Provide day-to-day site design and creation. Experience in web design and development using HTML and Java is required. Provide on-the-job training for the development, maintenance, and updating of Web pages. Must have good communication skills and the ability to work with all levels of management and technical personnel. Must possess a working knowledge of browsers, editors, graphic design software (e.g., PhotoShop, Illustrator). Experience with animation software and image optimization is desirable.	Bachelor's Degree in Computer Science, Information Systems or related field.
134	Web Project Manager, Health IT	4 Years of related Technical Experience	Provide support in managing the development of agency Web sites. Lead team of Content Administrators, Software Developers and Designers. Preference for project management skills Web development skills. Provide leadership to a team to gather/analyze client requirements, write/edit web copy, work with internal/external resources on design, coordinate with IT Services on development, and work with Legal/Regulatory on content approvals; coordinate/document all aspects of the project; develop/manage client request/review process; track all requests/changes; and adhere to a project timeline.	Bachelor's Degree in Computer Science, Information Systems or related field.

135	Web Software Developer, Health IT	4 Years of related Technical Experience	Provide support to develop Web based applications including on line customer service to transform Government agencies to be able to deliver their services on line. Provide support in developing the site concept, interface design, and architecture of the web-site. Provide support for the implementation of interfaces to applications. Working knowledge and experience coding in Java is required. Knowledge of several of the following areas is desirable: Active Server Pages, JavaScript, Visual Basic, JavaScript, Access, HTML, DBMS's (ex. – Oracle, Sybase, etc.) and knowledge of SQL in SQL server.	Bachelor's Degree in Computer Science, Information Systems or related field.
136	Webmaster, Health IT	5 Years of related Technical Experience	Gather requirements for Web sites using graphics software applications, techniques, and tools. Update Web sites using graphics software applications, techniques, and tools using knowledge of web-based technologies and of XML, HTML, Photoshop, Illustrator, and/or other design related applications. Support design group efforts to enhance look and feel of organization online offerings. Upgrade Web site to support organization strategies and goals relative to external communications.	Bachelor's Degree in Computer Science, Information Systems or related field.
137	Wide Area Network Administrator, Health IT	4 Years of related Technical Experience	Maintain efficient functional systems, networks and communication connectivity for all users, keeping current on new developments for all assigned areas, including continually performing feasibility studies on how new products/technology would fit into existing system/WAN/LAN infrastructures and developing implementation plans for the changes/upgrades. Analyze, plan (including long-range planning), test, implement and trouble shoot systems, wide area network and communications network systems.	Bachelor's Degree in Computer Science, Information Systems or related field.

Avosys Labor Category Substitutions Information

Avosys will provide only people who meet or exceed the minimum qualifications within the labor category descriptions stated herein. Avosys labor categories provide for substituting experience for minimum education requirements and substituting educational degrees for years of experience. These substitutions are allowed for all Avosys' labor categories unless specified in the description.

Allowable Substitutions

The table below presents the allowable substitutions based on the education and experience of the labor categories in the Pricelist. Experience should be professional and job related, however it does not have to be specific to the project to be accomplished. However, if a degree is used in place of experience, the degree must be related to the project or task.

Minimum Education / Allowable Substitution		
Degree	Education and/or Experience	Related Certification
Associates	4 years relevant experience, with Related Certification.	Military Training or Technical Training in relevant field. Trade/Vocational School.
Bachelors	Associates + 4 years relevant experience, or 6 years relevant experience with Related Certification.	Professional or Industry Standard Technical Certification in a relevant field. (e.g. MCP, MCSE, CCNA)
Masters	Bachelors + 4 years relevant experience, or Associates + 8 years relevant experience, or 10 years relevant experience with Related Certification	Professional License (e.g. Professional Engineer)



USA COMMITMENT TO PROMOTE SMALL BUSINESS PARTICIPATION PROCUREMENT PROGRAMS

PREAMBLE

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

COMMITMENT

To actively seek and partner with small businesses.

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

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

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

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

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

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

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

Avosys Technology, Inc.

Mr. Arshdeep Khurana

4201 Medical Drive, Ste. 400

San Antonio TX 78229

Phone: 210-888-0782 Fax: (877) 2-Avosys

Internet Address: www.avosys.com

Email: AKhurana@avosys.com

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

Contractor Date

- (a) Name of Contractor;
 - (b) Contract Number;
 - (c) BPA Number;
 - (d) Model Number or National Stock Number (NSN);
 - (e) Purchase Order Number;
 - (f) Date of Purchase;
 - (g) Quantity, Unit Price, and Extension of Each Item (unit prices and extensions need not be shown when incompatible with the use of automated systems; provided, that the invoice is itemized to show the information); and
 - (h) Date of Shipment.
- (10) 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.
- (11) The terms and conditions included in this BPA apply to all purchases made pursuant to it. In the event of an inconsistency between the provisions of this BPA and the Contractor's invoice, the provisions of this BPA will take precedence.

BASIC GUIDELINES FOR USING “CONTRACTOR TEAM ARRANGEMENTS”

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

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

Orders under a Team Arrangement are subject to terms and conditions or 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.