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

**Multiple Award Schedule (MAS)**

**Contract Number: GS-35F-328DA**  
**Contract Period: 05/27/2021 thru 05/26/2026**

Pricelist current through Modification #PS-0012 dated 04/07/2021 (Option Renewal)

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

ICF Incorporated, L.L.C.  
9300 Lee Highway  
Fairfax, VA 22031  
703-934-3632  
703-934-3740  
www.icf.com  
Ilene.Gerber@icf.com

Business Size: Large Business
About ICF

ICF is a global consulting services company with over 7,000 specialized experts. ICF has business analysts and policy specialists working together with digital strategists, data scientists and creatives bringing unmatched industry expertise with cutting-edge engagement capabilities to help organizations solve their most complex challenges. Since 1969, public and private sector clients have worked with ICF to navigate change and shape the future.

Distinguished across domains
ICF brings clients a distinctive combination of program and technical expertise. We provide professional services and technology-based solutions to government and commercial clients, including management, marketing, technology, and policy consulting and implementation services. We help our clients conceive, develop, implement, and improve solutions that address complex business, natural resource, social, technological, and public safety issues. Our services primarily support clients that operate in four key markets:

- Energy, Environment, and Infrastructure;
- Health, Education, and Social Programs;
- Safety and Security; and
- Consumer and Financial.

We perform work for both government and commercial clients. Our government clients include U.S. federal agencies, state and local governments, as well as governments outside the U.S. Our clients utilize our services because we offer a combination of deep subject matter expertise, technical solutions, and institutional experience which ensures that our solutions are beneficial. We believe that our domain expertise and the program knowledge developed from our advisory engagements further position us to provide our full suite of services.
Table of Awarded Special Item Number(s):  

<table>
<thead>
<tr>
<th>SIN</th>
<th>SIN Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>561422</td>
<td>Automated Contact Center Solutions (ACCS) - ACCS is defined as any combination of products, equipment, software and/or services that are required to establish and maintain contact center capabilities managed by the contractor for an agency. These include a wide range of automated and attended managed solutions that allow agencies to respond to inquiries from the public. Permissible offerings under this SIN may include any technologies or services required to deliver and support ACCS to agencies, including but not limited to: • Technology: Automated services to include but not limited to Artificial Intelligence (AI), Chat Bots, Robotic Process Automation, Interactive Voice Response (IVR), Voice/Speech Recognition, Text-to-Speech, Voicemail, Callback, Web Callback, Email Delivery, Hosted Online Ordering, Hosted Email Web Form, Hosted FAQ Service, etc. NOTE: Subject to Cooperative Purchasing</td>
</tr>
<tr>
<td>518210C</td>
<td>Cloud and Cloud-Related IT Professional Services - Includes commercially available cloud computing services such as Infrastructure as a Service (IaaS), Platform as a Service (PaaS), and Software as a Service (SaaS) and emerging cloud services. IT professional services that are focused on providing the types of services that support the Government's adoption of, migration to or governance/management of Cloud computing. Specific labor categories and/or fixed price solutions (e.g. migration services, etc.) that support activities associated with assessing Cloud solutions, refactoring workloads for Cloud solutions, migrating legacy or other systems to Cloud solutions, providing management/governance of Cloud solutions, DevOps, developing cloud native applications or other Cloud oriented activities. NOTE: Subject to Cooperative Purchasing</td>
</tr>
<tr>
<td>54151S</td>
<td>Information Technology Professional Services – IT Professional Services and/or labor categories for database planning an design; systems analysis, integration, and design; programming, conversion and implementation support; network services, data/records management, and testing. NOTE: Subject to Cooperative Purchasing</td>
</tr>
<tr>
<td>54141HEAL</td>
<td>Health Information Technology Services - Includes a wide range of Health IT services to include connected health, electronic health records, health information exchanges, health analytics, personal health information management, innovative Health IT solutions, health informatics, emerging Health IT research, and other Health IT services. NOTE: Subject to Cooperative Purchasing</td>
</tr>
</tbody>
</table>
| 541519PIV | Homeland Security Presidential Directive 12 Product and Service Components - Products and services for agencies to implement the requirements of HSPD-12, FIPS-201 and associated NIST special publications. The HSPD-12 implementation components specified under this SIN are: * PIV enrollment and registration
services, * PIV systems infrastructure, * PIV card management and production services, * PIV card finalization services, * Physical access control products and services, * Logical access control products and services, * PIV system integration services, and * Approved FIPS 201-Compliant products and services.

NOTE: Subject to Cooperative Purchasing

<table>
<thead>
<tr>
<th>FPDS Class</th>
<th>Description</th>
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<tbody>
<tr>
<td>D301</td>
<td>IT Facility Operation and Maintenance</td>
</tr>
<tr>
<td>D302</td>
<td>IT Systems Development Services</td>
</tr>
<tr>
<td>D306</td>
<td>IT Systems Analysis Services</td>
</tr>
<tr>
<td>D307</td>
<td>Automated Information Systems Design and Integration Services</td>
</tr>
<tr>
<td>D308</td>
<td>Programming Services</td>
</tr>
<tr>
<td>D311</td>
<td>IT Data Conversion Services</td>
</tr>
<tr>
<td>D313</td>
<td>Computer Aided Design/Computer Aided Manufacturing (CAD/CAM) Services</td>
</tr>
<tr>
<td>D316</td>
<td>IT Network Management Services</td>
</tr>
<tr>
<td>D399</td>
<td>Other IT Services, Not Elsewhere Classified</td>
</tr>
</tbody>
</table>

**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 performed by the publisher or manufacturer or one of their authorized agents.
Ordering Information


2. Contractor's Ordering Address and Payment Information:
   Ordering Address:
   ICF Incorporated, L.L.C.
   9300 Lee Highway
   Fairfax, VA 22031-6051

   Ilene Gerber, Contracts Manager
   703-934-3632
   703-218-2547 FAX
   icfgsacontracts@icf.com

   Payment Address:
   Check/U.S. Mail
   ICF Consulting Group, Inc.
   P.O. Box 775367
   Chicago, IL 60677-5367
   Wire Transfer
   ICF Incorporated, L.L.C.
   Account No: 80-2637-4453
   PNC BANK
   ABA No: 031207607

   Contractors are required to accept the Government purchase card for payments equal to or less than the micro purchase threshold for oral or written delivery orders. Government purchase cards will be acceptable for payment above the micro-purchase threshold. In addition, bank account information for wire transfer payments will be shown on the invoice. The following telephone number(s) can be used by ordering agencies to obtain technical and/or ordering assistance: (phone) 703-934-3000 and (fax) 703-934-3740.

3. Liability for Injury or Damage: The Contractor shall not be liable for any injury to Government personnel or damage to Government property arising from the use of equipment maintained by the Contractor, unless such injury or damage is due to the fault or negligence of the Contractor.

4. Statistical Data for Government Ordering Office Completion of Standard Form 279:
   Block 9 G: Order/Modification under FSS
   Block 16: Data Universal Numbering System (DUNS) Number: 07-264-8579
   Block 30: Type of Contractor: C – Large Business
   Block 31: Woman-Owned Small Business: No
   Block 36: Contractor's Taxpayer Identification Number (TIN): 52-0893615

4a. CAGE Code: 5M571
4b. Central Contractor Registration: ICF Incorporated, L.L.C., is registered with the CCR Database

5. FOB Destination

6a. Time of Delivery: The contractor shall deliver to destination within the number of calendar days after receipt of order (ARO), as set forth below:
   As negotiated between the Ordering Agency and ICF Incorporated, L.L.C.
6b. Urgent Requirements: When the FSS contract delivery period does not meet the bona fide urgent delivery
requirements of an ordering agency, agencies 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 agency, any order(s) placed pursuant to the agreed upon accelerated delivery time frame shall be delivered within this shorter delivery time and in accordance with all other terms and conditions of the contract.

7. **Discounts:** Prices shown are NET Prices; Basic Discounts have been deducted.
   a. Prompt Payment: 0% - 30 days from receipt of invoice or date of acceptance, whichever is later.
   b. Quantity: None.
   c. Dollar Volume: None.
   d. Government Educational Institutions are offered the same discounts as all other Government customers.
   e. Other: None.

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

9. **Statement Concerning Availability of Export Packing:** Available outside the scope of this contract

10. **Small Requirements:** $100

11. **Maximum Order** (All dollar amounts are exclusive of any discount for prompt payment.)
    $500,000 per order

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

13. **Federal IT/ Telecommunication Standards Requirements:** Federal departments and agencies 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 offices, shall be responded to promptly by the Contractor.

13.1. **FIPS Publications (PUBS):** IT products under this Schedule that do not conform to FIPS should not be acquired unless a waiver has been granted in accordance with the applicable "FIPS Publication." 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 FED-STDs should not be acquired unless a waiver has been granted in accordance with the applicable FED-STD. FED-STDs 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, FSS, 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:
(a) Security Clearances: The Contractor may be required to obtain/possess varying levels of security clearances in the performance of orders issued under this contract. All costs associated with obtaining/possessing such security clearances should be factored into the price offered under the Multiple Award Schedule.

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

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

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

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

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

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

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

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

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

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

15. Contract Administration for Ordering Offices: Any ordering office, 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 (i) Termination for the Government’s convenience, and (m) Termination for Cause (See C.1.)

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

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

Agencies can browse GSA Advantage! by accessing the Internet World Wide Web utilizing a browser (e.g., Netscape). The Internet address is http://www.fss.gsa.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 FSS contract.

For administrative convenience, an ordering office contracting officer may add items not on the FSS Multiple Award Schedule (MAS)—referred to as open market items—to a FSS 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 FSS 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 office contracting officer has determined the price for the items not on the FSS is fair and reasonable.
3. The items are clearly labeled on the order as items not on the FSS.
4. All clauses applicable to items not on the FSS are included in the order.

18a. *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.

18b. The above is not intended to encompass items not currently covered by the GSA Schedule contract.

19. *Overseas Activities: Outside the scope 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, Contractor’s Reports of Sales and 552.238-76, Industrial Funding Fee, 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, De-installation, 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 requisitioning 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.

23. **Section 508 Compliance:** The EIT standard can be found at [www.icf.com](http://www.icf.com)

24. **Prime Contractor Ordering From FSS:**

Prime Contractors (on cost reimbursement contracts) placing orders under FSS, on behalf of a Federal Agency, shall follow the terms of the applicable schedule and authorization and include with each order the following:

1. A copy of the authorization from the Agency with whom the contractor has the prime contract (unless a copy was previously furnished to the FSS contractor)

2. The following statement: This order is placed under written authorization from GSA dated July 11, 2002. In the event of any inconsistency between the terms and conditions of this order and those of your FSS contract, the latter will govern.


(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. 33)
Terms and Conditions for SIN 561422, 518210C, 54151S, 54151HEAL, 541519PIV, and OLMs

1. Scope:
   a. The prices, terms, and conditions stated under SIN 561422, 518210C, 54151S, 54151HEAL, 541519PIV, and OLM apply exclusively to IT Services within the scope of this IT Schedule.
   b. The Contractor shall provide services at the Contractor’s facility and/or at the Government location, as agreed to by the Contractor and the ordering office.

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

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

4. Performance of Services
   The Contractor shall commence performance of services on the date agreed to by the Contractor and the ordering activity.
   a. The Contractor agrees to render services only during normal working hours, unless otherwise agreed to by the Contractor and the ordering activity.
   b. 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.
   c. Any Contractor travel required in the performance of IT Services must comply with the Federal Travel Regulation or Joint Travel Regulations, as applicable, in effect on the date(s) the travel is performed. Established Federal Government per diem rates will apply to...
all Contractor travel. Contractors cannot use GSA city pair contracts.

5. Stop-Work Order

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-

3. Cancel the stop-work order; or

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

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

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

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

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

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

6. Inspection of Services

The Inspection of Services—Fixed Price (AUG 1996) (Deviation – May 2003) clause at FAR 52.246-4 applies to firm-fixed price orders placed under this contract. The Inspection—Time-and-Materials and Labor-Hour (JAN 1986) (Deviation – May 2003) clause at FAR 52.246-6 applies to time-and-materials and labor-hour orders placed under this contract.

7. Responsibilities of the Contractor

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

8. Responsibilities of the Ordering Activity

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

9. Independent Contractor

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

a. Definitions.

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

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

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

b. To avoid an organizational or financial conflict of interest and to avoid prejudicing the best interests of the ordering activity, ordering activities may place restrictions on the Contractors, its affiliates, chief executives, directors, subsidiaries and subcontractors at any tier when placing orders against schedule contracts. Such restrictions shall be consistent with FAR 9.505 and shall be designed to avoid, neutralize, or mitigate organizational conflicts of interest that might otherwise exist in situations related to individual orders placed against the schedule contract. Examples of situations, which may require restrictions, are provided at FAR 9.508.

11. Invoices

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

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

12. Payments

For firm-fixed price orders the ordering activity shall pay the Contractor, upon submission of proper invoices or vouchers, the prices stipulated in this contract for service rendered and accepted. Progress payments shall be made only when authorized by the order. For time-and-materials orders, the Payments under Time-and-Materials and Labor-Hour Contracts at FAR 52.232-7 (DEC 2002), (Alternate II – Feb 2002) (Deviation – May 2003) applies to time-and-materials orders placed under this contract. For labor-hour orders, the Payment under Time-and-Materials and Labor-Hour Contracts at FAR 52.232-7 (DEC 2002), (Alternate II – Feb 2002) (Deviation – May 2003)) applies to labor-hour orders placed under this contract.

52.216-31(Feb 2007) Time-and-Materials/Labor-Hour Proposal Requirements—Commercial Item Acquisition. As prescribed in 16.601(e)(3), insert the following provision:

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

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

1. The offeror;
2. Subcontractors; and/or
3. Divisions, subsidiaries, or affiliates of the offeror under a common control.
13. Resumes
Resumes shall be provided to the GSA Contracting Officer or the user ordering activity upon request.

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

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

Analyst I
Minimum/General Experience: None.

Functional Responsibility: Responsibilities will vary but may include any of the following or similar: Support information gathering, developing reports, or documenting analytical studies. Research, analyze, write, manage, or edit content for communications channels and products. Review work products for quality and completeness. Support research, analysis, business process design, requirements gathering, or testing. Support training or change management efforts. Prepare draft sections of deliverables and work products and incorporates review comments into final deliverables. This labor category may be applied to non-technical roles required as part of the overall project.

Minimum Education: Bachelor's Degree.

Analyst II
Minimum/General Experience: 1 year of relevant experience.

Functional Responsibility: Responsibilities will vary but may include any of the following or similar: Support information gathering, developing reports, or documenting analytical studies. Research, analyze, write, manage, or edit content for communications channels and products. Review work products for quality and completeness. Support research, analysis, business process design, requirements gathering, or testing. Support training or change management efforts. Prepare draft sections of deliverables and work products and incorporates review comments into final deliverables. This labor category may be applied to non-technical roles required as part of the overall project.

Minimum Education: Bachelor's Degree.

Analyst III
Minimum/General Experience: 2 years of relevant experience.

Functional Responsibility: Responsibilities will vary but may include any of the following or similar: Support information gathering, developing reports, or documenting analytical studies. Research, analyze, write, manage, or edit content for communications channels and products. Review work products for quality and completeness. Support research, analysis, business process design, requirements gathering, or testing. Support training or change management efforts. Prepare draft sections of deliverables and work products and
incorporates review comments into final deliverables. This labor category may be applied to non-technical roles required as part of the overall project.

**Minimum Education:** Bachelor's Degree.

**Associate I**

**Minimum/General Experience:** 3 years of relevant experience.

**Functional Responsibility:** Responsibilities will vary but may include any of the following or similar: Support information gathering, developing reports, or documenting analytical studies. Research, analyze, write, manage, or edit content for communications channels and products. Review work products for quality and completeness. Support research, analysis, business process design, requirements gathering, or testing. Support training or change management efforts. Prepare draft sections of deliverables and work products and incorporates review comments into final deliverables. This labor category may be applied to non-technical roles required as part of the overall project.

**Minimum Education:** Bachelor's Degree.

**Creative Designer**

**Junior Creative Designer**

**Minimum/General Experience:** None

**Functional Responsibility:** Responsibilities will vary but may include any of the following or similar: Design, create, or manage graphic, video, multimedia, documents, files, and other creative products. Support development of information architectures, taxonomies, and maps. Develop mock-ups, wireframes, interfaces, proofs-of-concept, and final designs. Develop project and system documentation, training materials, and user guides.

**Minimum Education:** Bachelor's Degree.

**Creative Designer**

**Minimum/General Experience:** 3 years of relevant experience.

**Functional Responsibility:** Responsibilities will vary but may include any of the following or similar: Design, create, or manage graphic, video, multimedia, documents, files, and other creative products. Support development of information architectures, taxonomies, and maps. Develop mock-ups, wireframes, interfaces, proofs-of-concept, and final designs. Develop project and system documentation, training materials, and user guides.

**Minimum Education:** Bachelor's Degree.

**Senior Creative Designer**

**Minimum/General Experience:** 6 years of relevant experience.
**Functional Responsibility:** Responsibilities will vary but may include any of the following or similar: Design, create, or manage graphic, video, multimedia, documents, files, and other creative products. Support development of information architectures, taxonomies, and maps. Develop mock-ups, wireframes, interfaces, proofs-of-concept, and final designs. Develop project and system documentation, training materials, and user guides.

**Minimum Education:** Bachelor's Degree.

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**Cyber Security Specialist**

**Junior Cyber Security Specialist**

**Minimum/General Experience:** None

**Functional Responsibility:** Responsibilities will vary but may include any of the following or similar: Analyze cyber security requirements, technologies, risks, or issues. Participate in design of solutions, defenses, or mitigation approaches. Research, document, and apply cyber best practices, controls, policies, procedures, and standards. Apply cyber or information privacy approaches to systems, networks, services, devices, tools, communications, policies, or business processes. This labor category may apply to information assurance, certification & accreditation, forensics, information privacy, intrusion detection, policy, incident response, or other cyber security roles.

**Minimum Education:** Bachelor's Degree.

**Cyber Security Specialist**

**Minimum/General Experience:** 3 years of relevant experience.

**Functional Responsibility:** Responsibilities will vary but may include any of the following or similar: Analyze cyber security requirements, technologies, risks, or issues. Participate in design of solutions, defenses, or mitigation approaches. Research, document, and apply cyber best practices, controls, policies, procedures, and standards. Apply cyber or information privacy approaches to systems, networks, services, devices, tools, communications, policies, or business processes. This labor category may apply to information assurance, certification & accreditation, forensics, information privacy, intrusion detection, policy, incident response, or other cyber security roles.

**Minimum Education:** Bachelor's Degree.

**Senior Cyber Security Specialist**

**Minimum/General Experience:** 6 years of relevant experience.

**Functional Responsibility:** Responsibilities will vary but may include any of the following or similar: Analyze cyber security requirements, technologies, risks, or issues. Participate in
design of solutions, defenses, or mitigation approaches. Research, document, and apply cyber best practices, controls, policies, procedures, and standards. Apply cyber or information privacy approaches to systems, networks, services, devices, tools, communications, policies, or business processes. This labor category may apply to information assurance, certification & accreditation, forensics, information privacy, intrusion detection, policy, incident response, or other cyber security roles.

**Minimum Education:** Bachelor's Degree.

**Principal Cyber Security Specialist**

**Minimum/General Experience:** 8 years of relevant experience.

**Functional Responsibility:** Responsibilities will vary but may include any of the following or similar: Analyze cyber security requirements, technologies, risks, or issues. Participate in design of solutions, defenses, or mitigation approaches. Research, document, and apply cyber best practices, controls, policies, procedures, and standards. Apply cyber or information privacy approaches to systems, networks, services, devices, tools, communications, policies, or business processes. This labor category may apply to information assurance, certification & accreditation, forensics, information privacy, intrusion detection, policy, incident response, or other cyber security roles.

**Minimum Education:** Bachelor's Degree.

**Data Specialist / Informaticist**

**Junior Data Specialist/Informaticist**

**Minimum/General Experience:** None

**Functional Responsibility:** Responsibilities will vary but may include any of the following or similar: Provide technical expertise, design, configuration, administration, and/or maintenance of databases, data warehouses, and data systems. Perform data analysis, data structure, metadata, data architecture, and/or data visualization. Support data management and governance which may include data collection, cleaning, organization, modeling, and/or quality assurance. Participate in design and implementation of data collection methods, samples, protocols, and instruments. Perform data analysis, reporting, and development of findings. May include data scientist, survey research, or informaticist roles.

**Minimum Education:** Bachelor's Degree.

**Data Specialist/Informaticist**

**Minimum/General Experience:** 3 years of relevant experience

**Functional Responsibility:** Responsibilities will vary but may include any of the following or similar: Provide technical expertise, design, configuration, administration, and/or maintenance of databases, data warehouses, and data systems. Perform data analysis, data structure,
metadata, data architecture, and/or data visualization. Support data management and governance which may include data collection, cleaning, organization, modeling, and/or quality assurance. Participate in design and implementation of data collection methods, samples, protocols, and instruments. Perform data analysis, reporting, and development of findings. May include data scientist, survey research, or informaticist roles.

**Minimum Education:** Bachelor's Degree.

**Senior Data Scientist/Informaticist**

**Minimum/General Experience:** 6 years of relevant experience

**Functional Responsibility:** Responsibilities will vary but may include any of the following or similar: Provide technical expertise, design, configuration, administration, and/or maintenance of databases, data warehouses, and data systems. Perform data analysis, data structure, metadata, data architecture, and/or data visualization. Support data management and governance which may include data collection, cleaning, organization, modeling, and/or quality assurance. Participate in design and implementation of data collection methods, samples, protocols, and instruments. Perform data analysis, reporting, and development of findings. May include data scientist, survey research, or informaticist roles.

**Minimum Education:** Bachelor's Degree.

**Principal Data Scientist/Informaticist**

**Minimum/General Experience:** 8 years of relevant experience

**Functional Responsibility:** Responsibilities will vary but may include any of the following or similar: Provide in-depth knowledge of a specific technical area, tools, or trends. Provide business, technical, data, or enterprise architecture consulting and implementation. Advise

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May 5, 2021
the project team or client on the application, impact, risks, or benefits of technologies. May work directly with technologies, tools, or systems to solve complex problems or achieve client goals.

**Minimum Education:** Bachelor's Degree.

**Expert Technologist II**  
**Minimum/General Experience:** 10 years of relevant experience.

**Functional Responsibility:** Responsibilities will vary but may include any of the following or similar: Provide in-depth knowledge of a specific technical area, tools, or trends. Provide business, technical, data, or enterprise architecture consulting and implementation. Advise the project team or client on the application, impact, risks, or benefits of technologies. May work directly with technologies, tools, or systems to solve complex problems or achieve client goals.

**Minimum Education:** Bachelor's Degree.

**Expert Technologist III**  
**Minimum/General Experience:** 12 years of relevant experience.

**Functional Responsibility:** Responsibilities will vary but may include any of the following or similar: Provide in-depth knowledge of a specific technical area, tools, or trends. Provide business, technical, data, or enterprise architecture consulting and implementation. Advise the project team or client on the application, impact, risks, or benefits of technologies. May work directly with technologies, tools, or systems to solve complex problems or achieve client goals.

**Minimum Education:** Bachelor's Degree.

**Network Engineering**

**Network Engineer**  
**Minimum/General Experience:** 3 years of relevant experience.

**Functional Responsibility:** Responsibilities will vary but may include any of the following or similar: Plan, design, install, maintain, and/or monitor networks. Evaluate hardware and software suitable for networks. Design, test, and implement interface programs. Develop security procedures. Manage network performance. Recommend changes in methods or procedures.

**Minimum Education:** Bachelor's Degree.

**Senior Network Engineer**  
**Minimum/General Experience:** 6 years of relevant experience.
**Functional Responsibility:** Responsibilities will vary but may include any of the following or similar: Plan, design, install, maintain, and/or monitor networks. Evaluate hardware and software suitable for networks. Design, test, and implement interface programs. Develop security procedures. Manage network performance. Recommend changes in methods or procedures.

**Minimum Education:** Bachelor's Degree.

**Project Management**

**Task Manager**

**Minimum/General Experience:** 4 years of relevant experience.

**Functional Responsibility:** Responsibilities will vary but may include any of the following or similar: Organize, oversees, track, and/or coordinate tasks. Coordinate projects through systems development life cycles, if applicable. May support Agile development, including Product Manager roles. Ensure conformance with work requirements and applies policies, procedures, and project goals and objectives. Review work products for quality and completeness. Track and report metrics for schedule, resources, quality, and cost.

**Minimum Education:** Bachelor's Degree

**Project Manager**

**Minimum/General Experience:** 6 years of relevant experience.

**Functional Responsibility:** Responsibilities will vary but may include any of the following or similar: Organize, oversees, track, and/or coordinate tasks. Coordinate projects through systems development life cycles, if applicable. May support Agile development, including Product Manager roles. Ensure conformance with work requirements and applies policies, procedures, and project goals and objectives. Review work products for quality and completeness. Track and report metrics for schedule, resources, quality, and cost.

**Minimum Education:** Bachelor's Degree.

**Senior Project Manager**

**Minimum/General Experience:** 8 years of relevant experience.

**Functional Responsibility:** Responsibilities will vary but may include any of the following or similar: Organize, oversees, track, and/or coordinate tasks. Coordinate projects through systems development life cycles, if applicable. May support Agile development, including Product Manager roles. Ensure conformance with work requirements and applies policies, procedures, and project goals and objectives. Review work products for quality and completeness. Track and report metrics for schedule, resources, quality, and cost.
**Minimum Education:** Bachelor's Degree.

**Programming**

**Junior Programmer**

**Minimum/General Experience:** None

**Functional Responsibility:** Responsibilities will vary but may include any of the following or similar: Plan, develop, modify, analyze, and/or test software programs, Web sites, mobile applications, or other technologies. Participate in the design, coding, testing, configuration, and/or implementation of software products, tools, or services. Install and maintain software products.

**Minimum Education:** Bachelor's Degree.

**Programmer**

**Minimum/General Experience:** 3 years of relevant experience.

**Functional Responsibility:** Responsibilities will vary but may include any of the following or similar: Plan, develop, modify, analyze, and/or test software programs, Web sites, mobile applications, or other technologies. Participate in the design, coding, testing, configuration, and/or implementation of software products, tools, or services. Install and maintain software products.

**Minimum Education:** Bachelor's Degree.

**Senior Programmer**

**Minimum/General Experience:** 6 years of relevant experience.

**Functional Responsibility:** Responsibilities will vary but may include any of the following or similar: Plan, develop, modify, analyze, and/or test software programs, Web sites, mobile applications, or other technologies. Participate in the design, coding, testing, configuration, and/or implementation of software products, tools, or services. Install and maintain software products.

**Minimum Education:** Bachelor's Degree.

**Principal Programmer**

**Minimum/General Experience:** 8 years of relevant experience.

**Functional Responsibility:** Responsibilities will vary but may include any of the following or similar: Plan, develop, modify, analyze, and/or test software programs, Web sites, mobile applications, or other technologies. Participate in the design, coding, testing, configuration, and/or implementation of software products, tools, or services. Install and maintain software products.
Minimum Education: Bachelor's Degree.

Software Engineering and Implementation Support

Junior Software Engineer
Minimum/General Experience: None

Functional Responsibility: Responsibilities will vary but may include any of the following or similar: Provide system development, planning, research, architecture, system conversion, maintenance, implementation support, installation, configuration, and/or code integration services. Provide support for structured software engineering methods and automated application development software. Performs administration and operations support for systems, servers, cloud infrastructure, or other hosted environments.

Minimum Education: Bachelor's Degree.

Software Engineer
Minimum/General Experience: 3 years of relevant experience.

Functional Responsibility: Responsibilities will vary but may include any of the following or similar: Provide system development, planning, research, architecture, system conversion, maintenance, implementation support, installation, configuration, and/or code integration services. Provide support for structured software engineering methods and automated application development software. Performs administration and operations support for systems, servers, cloud infrastructure, or other hosted environments.

Minimum Education: Bachelor's Degree.

Senior Software Engineer
Minimum/General Experience: 6 years of relevant experience.

Functional Responsibility: Responsibilities will vary but may include any of the following or similar: Provide system development, planning, research, architecture, system conversion, maintenance, implementation support, installation, configuration, and/or code integration services. Provide support for structured software engineering methods and automated application development software. Performs administration and operations support for systems, servers, cloud infrastructure, or other hosted environments.

Minimum Education: Bachelor's Degree.

Principal Software Engineer
Minimum/General Experience: 8 years of relevant experience.

Functional Responsibility: Responsibilities will vary but may include any of the following or similar: Provide system development, planning, research, architecture, system conversion, maintenance, implementation support, installation, configuration, and/or code integration
services. Provide support for structured software engineering methods and automated application development software. Performs administration and operations support for systems, servers, cloud infrastructure, or other hosted environments.

**Minimum Education**: Bachelor's Degree.

**Subject Matter Expert**

**Subject Matter Expert I**

**Minimum/General Experience**: 6 years of relevant experience.

**Functional Responsibility**: Responsibilities will vary but may include any of the following or similar: Serve as subject matter expert in a functional, technical, scientific, academic, regulatory, operations, government mission, or other specialty area. May advise the project team or client organization in specific areas of expertise. Participate as needed across project phases. Apply principles, methods, and knowledge towards the project approach, deliverables, reports, representations, or quality control. This labor category may be applied to non-technical roles required as part of the overall project.

**Minimum Education**: Bachelor's Degree.

**Subject Matter Expert II**

**Minimum/General Experience**: 8 years of relevant experience.

**Functional Responsibility**: Responsibilities will vary but may include any of the following or similar: Serve as subject matter expert in a functional, technical, scientific, academic, regulatory, operations, government mission, or other specialty area. May advise the project team or client organization in specific areas of expertise. Participate as needed across project phases. Apply principles, methods, and knowledge towards the project approach, deliverables, reports, representations, or quality control. This labor category may be applied to non-technical roles required as part of the overall project.

**Minimum Education**: Bachelor's Degree.

**Subject Matter Expert III**

**Minimum/General Experience**: 10 years of relevant experience.

**Functional Responsibility**: Responsibilities will vary but may include any of the following or similar: Serve as subject matter expert in a functional, technical, scientific, academic, regulatory, operations, government mission, or other specialty area. May advise the project team or client organization in specific areas of expertise. Participate as needed across project phases. Apply principles, methods, and knowledge towards the project approach, deliverables, reports, representations, or quality control. This labor category may be applied to non-technical roles required as part of the overall project.

**Minimum Education**: Bachelor's Degree.
**Subject Matter Expert IV**  
**Minimum/General Experience:** 15 years of relevant experience.

**Functional Responsibility:** Responsibilities will vary but may include any of the following or similar: Serve as subject matter expert in a functional, technical, scientific, academic, regulatory, operations, government mission, or other specialty area. May advise the project team or client organization in specific areas of expertise. Participate as needed across project phases. Apply principles, methods, and knowledge towards the project approach, deliverables, reports, representations, or quality control. This labor category may be applied to non-technical roles required as part of the overall project.

**Minimum Education:** Bachelor's Degree.

**Systems Analyst**

**Systems Analyst**  
**Minimum/General Experience:** 3 years of relevant experience.

**Functional Responsibility:** Responsibilities will vary but may include any of the following or similar: Develop and modify systems and subsystems. Support gathering information from users, defining work problems, designing and testing systems, and/or developing procedures to resolve the problems. Review requirements, research issues, perform analyses, compare alternatives, prepare specifications, resolve technical problems, coordinate work with programmers, or orient users to new systems.

**Minimum Education:** Bachelor's Degree.

**Senior Systems Analyst**  
**Minimum/General Experience:** 6 years of relevant experience.

**Functional Responsibility:** Responsibilities will vary but may include any of the following or similar: Develop and modify systems and subsystems. Support gathering information from users, defining work problems, designing and testing systems, and/or developing procedures to resolve the problems. Review requirements, research issues, perform analyses, compare alternatives, prepare specifications, resolve technical problems, coordinate work with programmers, or orient users to new systems.

**Minimum Education:** Bachelor's Degree.

**Principal Systems Analyst**  
**Minimum/General Experience:** 8 years of relevant experience.

**Functional Responsibility:** Responsibilities will vary but may include any of the following or similar: Develop and modify systems and subsystems. Support gathering information from users, defining work problems, designing and testing systems, and/or developing procedures to resolve the problems. Review requirements, research issues, perform
analyses, compare alternatives, prepare specifications, resolve technical problems, coordinate work with programmers, or orient users to new systems.

**Minimum Education:** Bachelor's.

**User Experience Specialist**

**Junior User Experience Specialist**

**Minimum/General Experience:** None

**Functional Responsibility:** Responsibilities will vary but may include any of the following or similar: Design, assess, or map customer/citizen experience and related behavioral analysis. Plan, implement, or support usability tests and human factors assessments. Research, plan, prototype, or design interfaces and other human-technology interactions. Support workshops, user studies, or focus groups. Draft, develop, and review associated designs, reports, and studies.

**Minimum Education:** Bachelor's Degree.

**User Experience Specialist**

**Minimum/General Experience:** 3 years of relevant experience.

**Functional Responsibility:** Responsibilities will vary but may include any of the following or similar: Design, assess, or map customer/citizen experience and related behavioral analysis. Plan, implement, or support usability tests and human factors assessments. Research, plan, prototype, or design interfaces and other human-technology interactions. Support workshops, user studies, or focus groups. Draft, develop, and review associated designs, reports, and studies.

**Minimum Education:** Bachelor's Degree.

**Senior User Experience Specialist**

**Minimum/General Experience:** 6 years of relevant experience.

**Functional Responsibility:** Responsibilities will vary but may include any of the following or similar: Design, assess, or map customer/citizen experience and related behavioral analysis. Plan, implement, or support usability tests and human factors assessments. Research, plan, prototype, or design interfaces and other human-technology interactions. Support workshops, user studies, or focus groups. Draft, develop, and review associated designs, reports, and studies.

**Minimum Education:** Bachelor's Degree
User Support / Clerical / Technical Writer

User Support/Clerical I

**Minimum/General Experience:** None

**Functional Responsibility:** Responsibilities will vary but may include any of the following or similar: Support users or customers by responding to calls and queries, researching problems, or providing instruction. Troubleshoot issues, escalating to more expert staff as needed. Provide a wide range of administrative or clerical support to clients or project teams. Support business or technical process operations.

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

User Support/Clerical II

**Minimum/General Experience:** None

**Functional Responsibility:** Responsibilities will vary but may include any of the following or similar: Support users or customers by responding to calls and queries, researching problems, or providing instruction. Troubleshoot issues, escalating to more expert staff as needed. Provide a wide range of administrative or clerical support to clients or project teams. Support business or technical process operations.

**Minimum Education:** Bachelor's Degree

Technical Writer

**Minimum/General Experience:** 4 years of relevant experience.

**Functional Responsibility:** Responsibilities will vary but may include any of the following: Performs technical writing services. Creates or edits user manuals, system content, user support information, system documentation, stakeholder communications, presentations, studies, analyses, and/or reports.

**Minimum Education:** Bachelor's Degree.
Equivalent Experience Requirements for ICF Labor Categories

- Any combination of additional years of relevant experience plus full time college level study totaling four years will be an acceptable substitute for a Bachelor’s degree.

- Staff with highly relevant training and experience for a particular assignment may be considered to have additional years of experience for purposes of assignment to a labor category for that assignment.

- Staff whose training and experience exceed the requirements of their role for a particular assignment may have their years of experience decreased for purposes of placement in a labor category for that assignment.

Service Contract Act (SCA) Matrix for SIN 54151S, SIN 54151HEAL, and SIN 541519PIV

<table>
<thead>
<tr>
<th>SCA Eligible Contract Labor Category Title</th>
<th>SCA Occupation Code - Title</th>
<th>WD (Wage Determination) #</th>
</tr>
</thead>
<tbody>
<tr>
<td>User Support/Clerical I</td>
<td>01113 - General Clerk III</td>
<td>15-4281</td>
</tr>
<tr>
<td>User Support/Clerical II</td>
<td>01020 - Administrative Assistant</td>
<td>15-4281</td>
</tr>
</tbody>
</table>

The Service Contract Act (SCA) is applicable to this contract and it includes SCA applicable labor categories. The prices for the indicated SCA labor categories are based on the U.S. Department of Labor Wage Determination Number identified in the SCA matrix. The prices awarded are in line with the geographic scope of the contract.
# Pricing for SIN 54151S, SIN 54151HEAL, and SIN 541519PIV

## ICF Site Rates

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Principal Systems Analyst</td>
<td>$283.97</td>
<td>$290.36</td>
<td>$296.89</td>
<td>$303.57</td>
<td>$310.40</td>
</tr>
<tr>
<td>Senior Systems Analyst</td>
<td>$198.09</td>
<td>$202.55</td>
<td>$207.10</td>
<td>$211.76</td>
<td>$216.53</td>
</tr>
<tr>
<td>Systems Analyst</td>
<td>$161.95</td>
<td>$165.60</td>
<td>$169.32</td>
<td>$173.13</td>
<td>$177.03</td>
</tr>
<tr>
<td>Principal Programmer</td>
<td>$234.51</td>
<td>$239.79</td>
<td>$245.18</td>
<td>$250.70</td>
<td>$256.34</td>
</tr>
<tr>
<td>Senior Programmer</td>
<td>$203.03</td>
<td>$207.60</td>
<td>$212.27</td>
<td>$217.04</td>
<td>$221.93</td>
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<tr>
<td>Programmer</td>
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<td>$148.01</td>
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<td>Junior Programmer</td>
<td>$121.10</td>
<td>$123.83</td>
<td>$126.62</td>
<td>$129.46</td>
<td>$132.38</td>
</tr>
<tr>
<td>Principal Software Engineer</td>
<td>$283.97</td>
<td>$290.36</td>
<td>$296.89</td>
<td>$303.57</td>
<td>$310.40</td>
</tr>
<tr>
<td>Senior Software Engineer</td>
<td>$198.09</td>
<td>$202.55</td>
<td>$207.10</td>
<td>$211.76</td>
<td>$216.53</td>
</tr>
<tr>
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<tr>
<td>Junior Software Engineer</td>
<td>$121.10</td>
<td>$123.83</td>
<td>$126.62</td>
<td>$129.46</td>
<td>$132.38</td>
</tr>
<tr>
<td>Senior Network Engineer</td>
<td>$198.09</td>
<td>$202.55</td>
<td>$207.10</td>
<td>$211.76</td>
<td>$216.53</td>
</tr>
<tr>
<td>Network Engineer</td>
<td>$142.28</td>
<td>$145.48</td>
<td>$148.76</td>
<td>$152.10</td>
<td>$155.52</td>
</tr>
<tr>
<td>Principal Data Specialist/Informaticist</td>
<td>$234.51</td>
<td>$239.79</td>
<td>$245.18</td>
<td>$250.70</td>
<td>$256.34</td>
</tr>
<tr>
<td>Senior Data Specialist/Informaticist</td>
<td>$203.03</td>
<td>$207.60</td>
<td>$212.27</td>
<td>$217.04</td>
<td>$221.93</td>
</tr>
<tr>
<td>Data Specialist/Informaticist</td>
<td>$142.28</td>
<td>$145.48</td>
<td>$148.76</td>
<td>$152.10</td>
<td>$155.52</td>
</tr>
<tr>
<td>Junior Data Specialist/Informaticist</td>
<td>$120.34</td>
<td>$123.05</td>
<td>$125.81</td>
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<td>Senior Project Manager</td>
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<td>$308.60</td>
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<td>$239.79</td>
<td>$245.18</td>
<td>$250.70</td>
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</tr>
<tr>
<td>Task Manager</td>
<td>$203.03</td>
<td>$207.60</td>
<td>$212.27</td>
<td>$217.04</td>
<td>$221.93</td>
</tr>
<tr>
<td>Senior Creative Designer</td>
<td>$142.28</td>
<td>$145.48</td>
<td>$148.76</td>
<td>$152.10</td>
<td>$155.52</td>
</tr>
<tr>
<td>Technical Writer</td>
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<td>$123.83</td>
<td>$126.62</td>
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</tr>
<tr>
<td>Creative Designer</td>
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<tr>
<td>Principal Cyber Security Specialist</td>
<td>$283.97</td>
<td>$290.36</td>
<td>$296.89</td>
<td>$303.57</td>
<td>$310.40</td>
</tr>
<tr>
<td>Senior Cyber Security Specialist</td>
<td>$198.09</td>
<td>$202.55</td>
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**Government Site Rates**

- **Expert Technologist II**: $301.81, $308.60, $315.55, $322.65, $329.90
- **Expert Technologist I**: $234.51, $239.79, $245.18, $250.70, $256.34
- **Associate I**: $141.57, $144.75, $148.01, $151.34, $154.74
- **Analyst III**: $118.60, $121.27, $124.00, $126.79, $129.64
- **Analyst II**: $101.77, $104.06, $106.40, $108.79, $111.24
- **Analyst I**: $90.78, $92.82, $94.91, $97.04, $99.23
- **User Support/Clerical II**: $124.04, $126.83, $129.68, $132.60, $135.59
- **User Support/Clerical I**: $106.79, $109.19, $111.65, $114.16, $116.73
- **SME IV**: $455.30, $465.54, $476.02, $486.73, $497.68
- **SME III**: $375.92, $384.38, $393.03, $401.87, $410.91
- **SME II**: $331.36, $338.82, $346.44, $354.24, $362.21
- **SME I**: $198.09, $202.55, $207.10, $211.76, $216.53
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Labor Category Descriptions
SIN 518210C: Cloud and Cloud-Related IT Professional Services

Cloud Analyst/Associate

Cloud Analyst I
Minimum/General Experience: None.

Functional Responsibility: Responsibilities will vary but may include any of the following or similar for cloud solutions, cloud migrations, cloud planning/governance, cloud-native applications, and other cloud-oriented activities: Support information gathering, developing reports, or documenting analytical studies. Research, analyze, write, manage, or edit content for communications channels and products. Review work products for quality and completeness. Support research, analysis, business process design, requirements gathering, or testing. Support training or change management efforts. Prepare draft sections of deliverables and work products and incorporates review comments into final deliverables. This labor category may be applied to non-technical roles required as part of the overall project.

Minimum Education: Bachelor's Degree.

Cloud Analyst II
Minimum/General Experience: 1 years of relevant experience.

Functional Responsibility: Responsibilities will vary but may include any of the following or similar for cloud solutions, cloud migrations, cloud planning/governance, cloud-native applications, and other cloud-oriented activities: Support information gathering, developing reports, or documenting analytical studies. Research, analyze, write, manage, or edit content for communications channels and products. Review work products for quality and completeness. Support research, analysis, business process design, requirements gathering, or testing. Support training or change management efforts. Prepare draft sections of deliverables and work products and incorporates review comments into final deliverables. This labor category may be applied to non-technical roles required as part of the overall project.

Minimum Education: Bachelor's Degree.

Cloud Analyst III
Minimum/General Experience: 2 years of relevant experience.

Functional Responsibility: Responsibilities will vary but may include any of the following or similar for cloud solutions, cloud migrations, cloud planning/governance, cloud-native applications, and other cloud-oriented activities: Support information gathering, developing reports, or documenting analytical studies. Research, analyze, write, manage, or edit content for communications channels and products. Review work products for quality and completeness. Support research, analysis, business process design, requirements gathering, or testing. Support training or change management efforts. Prepare draft sections of deliverables and work products and incorporates review comments into final deliverables. This labor category may be applied to non-technical roles required as part of the overall project.

Minimum Education: Bachelor's Degree.
**Cloud Associate I**

**Minimum/General Experience:** 3 years of relevant experience.

**Functional Responsibility:** Responsibilities will vary but may include any of the following or similar for cloud solutions, cloud migrations, cloud planning/governance, cloud-native applications, and other cloud-oriented activities: Support information gathering, developing reports, or documenting analytical studies. Research, analyze, write, manage, or edit content for communications channels and products. Review work products for quality and completeness. Support research, analysis, business process design, requirements gathering, or testing. Support training or change management efforts. Prepare draft sections of deliverables and work products and incorporates review comments into final deliverables. This labor category may be applied to non-technical roles required as part of the overall project.

**Minimum Education:** Bachelor's Degree.

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**Cloud Associate II**

**Minimum/General Experience:** 6 years of relevant experience.

**Functional Responsibility:** Responsibilities will vary but may include any of the following or similar for cloud solutions, cloud migrations, cloud planning/governance, cloud-native applications, and other cloud-oriented activities: Support information gathering, developing reports, or documenting analytical studies. Research, analyze, write, manage, or edit content for communications channels and products. Review work products for quality and completeness. Support research, analysis, business process design, requirements gathering, or testing. Support training or change management efforts. Prepare draft sections of deliverables and work products and incorporates review comments into final deliverables. This labor category may be applied to non-technical roles required as part of the overall project.

**Minimum Education:** Bachelor's Degree.

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**Creative Designer**

**Junior Cloud Creative Designer**

**Minimum/General Experience:** None

**Functional Responsibility:** Responsibilities will vary but may include any of the following or similar for cloud solutions, cloud migrations, cloud planning/governance, cloud-native applications, and other cloud-oriented activities: Design, create, or manage graphic, video, multimedia, documents, files, and other creative products. Support development of information architectures, taxonomies, and maps. Develop mock-ups, wireframes, interfaces, proofs-of-concept, and final designs. Develop project and system documentation, training materials, and user guides.

**Minimum Education:** Bachelor's Degree.

---

**Cloud Creative Designer**

**Minimum/General Experience:** 3 years of relevant experience.

**Functional Responsibility:** Responsibilities will vary but may include any of the following or similar for cloud solutions, cloud migrations, cloud planning/governance, cloud-native applications, and other cloud-oriented activities: Design, create, or manage graphic, video, multimedia, documents, files, and
other creative products. Support development of information architectures, taxonomies, and maps. Develop mock-ups, wireframes, interfaces, proofs-of-concept, and final designs. Develop project and system documentation, training materials, and user guides.

**Minimum Education:** Bachelor's Degree.

**Senior Cloud Creative Designer**

**Minimum/General Experience:** 6 years of relevant experience.

**Functional Responsibility:** Responsibilities will vary but may include any of the following or similar for cloud solutions, cloud migrations, cloud planning/governance, cloud-native applications, and other cloud-oriented activities: Design, create, or manage graphic, video, multimedia, documents, files, and other creative products. Support development of information architectures, taxonomies, and maps. Develop mock-ups, wireframes, interfaces, proofs-of-concept, and final designs. Develop project and system documentation, training materials, and user guides.

**Minimum Education:** Bachelor's Degree.

**Cloud Cyber Security Specialist**

**Junior Cloud Cyber Security Specialist**

**Minimum/General Experience:** None

**Functional Responsibility:** Responsibilities will vary but may include any of the following or similar for cloud solutions, cloud migrations, cloud planning/governance, cloud-native applications, and other cloud-oriented activities: Analyze cyber security requirements, technologies, risks, or issues. Participate in design of solutions, defenses, or mitigation approaches. Research, document, and apply cyber best practices, controls, policies, procedures, and standards. Apply cyber or information privacy approaches to systems, networks, services, devices, tools, communications, policies, or business processes. This labor category may apply to information assurance, certification & accreditation, forensics, information privacy, intrusion detection, policy, incident response, or other cyber security roles.

**Minimum Education:** Bachelor's Degree.

**Cloud Cyber Security Specialist**

**Minimum/General Experience:** 3 years of relevant experience.

**Functional Responsibility:** Responsibilities will vary but may include any of the following or similar for cloud solutions, cloud migrations, cloud planning/governance, cloud-native applications, and other cloud-oriented activities: Analyze cyber security requirements, technologies, risks, or issues. Participate in design of solutions, defenses, or mitigation approaches. Research, document, and apply cyber best practices, controls, policies, procedures, and standards. Apply cyber or information privacy approaches to systems, networks, services, devices, tools, communications, policies, or business processes. This labor category may apply to information assurance, certification & accreditation, forensics, information privacy, intrusion detection, policy, incident response, or other cyber security roles.

**Minimum Education:** Bachelor's Degree.
**Senior Cloud Cyber Security Specialist**

**Minimum/General Experience:** 6 years of relevant experience.

**Functional Responsibility:** Responsibilities will vary but may include any of the following or similar for cloud solutions, cloud migrations, cloud planning/governance, cloud-native applications, and other cloud-oriented activities: Analyze cyber security requirements, technologies, risks, or issues. Participate in design of solutions, defenses, or mitigation approaches. Research, document, and apply cyber best practices, controls, policies, procedures, and standards. Apply cyber or information privacy approaches to systems, networks, services, devices, tools, communications, policies, or business processes. This labor category may apply to information assurance, certification & accreditation, forensics, information privacy, intrusion detection, policy, incident response, or other cyber security roles.

**Minimum Education:** Bachelor's Degree.

**Principal Cloud Cyber Security Specialist**

**Minimum/General Experience:** 8 years of relevant experience.

**Functional Responsibility:** Responsibilities will vary but may include any of the following or similar for cloud solutions, cloud migrations, cloud planning/governance, cloud-native applications, and other cloud-oriented activities: Analyze cyber security requirements, technologies, risks, or issues. Participate in design of solutions, defenses, or mitigation approaches. Research, document, and apply cyber best practices, controls, policies, procedures, and standards. Apply cyber or information privacy approaches to systems, networks, services, devices, tools, communications, policies, or business processes. This labor category may apply to information assurance, certification & accreditation, forensics, information privacy, intrusion detection, policy, incident response, or other cyber security roles.

**Minimum Education:** Bachelor's Degree.

**Cloud Data Specialist/Informaticist**

**Junior Cloud Data Specialist/Informaticist**

**Minimum/General Experience:** None

**Functional Responsibility:** Responsibilities will vary but may include any of the following or similar for cloud solutions, cloud migrations, cloud planning/governance, cloud-native applications, and other cloud-oriented activities: Provide technical expertise, design, configuration, administration, and/or maintenance of databases, data warehouses, and data systems. Perform data analysis, data structure, metadata, data architecture, and/or data visualization. Support data management and governance which may include data collection, cleaning, organization, modeling, and/or quality assurance. Participate in design and implementation of data collection methods, samples, protocols, and instruments. Perform data analysis, reporting, and development of findings. May include data scientist, survey research, or informaticist roles.

**Minimum Education:** Bachelor's Degree.

**Cloud Data Specialist/Informaticist**

**Minimum/General Experience:** 3 years of relevant experience

**Functional Responsibility:** Responsibilities will vary but may include any of the following or similar for
cloud solutions, cloud migrations, cloud planning/governance, cloud-native applications, and other cloud-oriented activities: Provide technical expertise, design, configuration, administration, and/or maintenance of databases, data warehouses, and data systems. Perform data analysis, data structure, metadata, data architecture, and/or data visualization. Support data management and governance which may include data collection, cleaning, organization, modeling, and/or quality assurance. Participate in design and implementation of data collection methods, samples, protocols, and instruments. Perform data analysis, reporting, and development of findings. May include data scientist, survey research, or informaticist roles.

**Minimum Education:** Bachelor's Degree.

**Senior Cloud Data Scientist/Informaticist**

**Minimum/General Experience:** 6 years of relevant experience

**Functional Responsibility:** Responsibilities will vary but may include any of the following or similar for cloud solutions, cloud migrations, cloud planning/governance, cloud-native applications, and other cloud-oriented activities: Provide technical expertise, design, configuration, administration, and/or maintenance of databases, data warehouses, and data systems. Perform data analysis, data structure, metadata, data architecture, and/or data visualization. Support data management and governance which may include data collection, cleaning, organization, modeling, and/or quality assurance. Participate in design and implementation of data collection methods, samples, protocols, and instruments. Perform data analysis, reporting, and development of findings. May include data scientist, survey research, or informaticist roles.

**Minimum Education:** Bachelor's Degree.

**Principal Cloud Data Scientist/Informaticist**

**Minimum/General Experience:** 8 years of relevant experience

**Functional Responsibility:** Responsibilities will vary but may include any of the following or similar for cloud solutions, cloud migrations, cloud planning/governance, cloud-native applications, and other cloud-oriented activities: Provide technical expertise, design, configuration, administration, and/or maintenance of databases, data warehouses, and data systems. Perform data analysis, data structure, metadata, data architecture, and/or data visualization. Support data management and governance which may include data collection, cleaning, organization, modeling, and/or quality assurance. Participate in design and implementation of data collection methods, samples, protocols, and instruments. Perform data analysis, reporting, and development of findings. May include data scientist, survey research, or informaticist roles.

**Minimum Education:** Bachelor's Degree.

**Cloud Expert Technologist**

**Cloud Expert Technologist I**

**Minimum/General Experience:** 8 years of relevant experience.

**Functional Responsibility:** Responsibilities will vary but may include any of the following or similar for cloud solutions, cloud migrations, cloud planning/governance, cloud-native applications, and other cloud-oriented activities: Provide in-depth knowledge of a specific technical area, tools, or trends. Provide business, technical, data, or enterprise architecture consulting and implementation. Advise the project team or client on the application, impact, risks, or benefits of technologies. May work directly with technologies, tools, or systems to solve complex problems or achieve client goals.
Minimum Education: Bachelor's Degree.

Cloud Expert Technologist II
Minimum/General Experience: 10 years of relevant experience.

Functional Responsibility: Responsibilities will vary but may include any of the following or similar for cloud solutions, cloud migrations, cloud planning/governance, cloud-native applications, and other cloud-oriented activities: Provide in-depth knowledge of a specific technical area, tools, or trends. Provide business, technical, data, or enterprise architecture consulting and implementation. Advise the project team or client on the application, impact, risks, or benefits of technologies. May work directly with technologies, tools, or systems to solve complex problems or achieve client goals.

Minimum Education: Bachelor's Degree.

Cloud Expert Technologist III
Minimum/General Experience: 12 years of relevant experience.

Functional Responsibility: Responsibilities will vary but may include any of the following or similar for cloud solutions, cloud migrations, cloud planning/governance, cloud-native applications, and other cloud-oriented activities: Provide in-depth knowledge of a specific technical area, tools, or trends. Provide business, technical, data, or enterprise architecture consulting and implementation. Advise the project team or client on the application, impact, risks, or benefits of technologies. May work directly with technologies, tools, or systems to solve complex problems or achieve client goals.

Minimum Education: Bachelor's Degree.

Cloud Network Engineering

Cloud Network Engineer
Minimum/General Experience: 3 years of relevant experience.

Functional Responsibility: Responsibilities will vary but may include any of the following or similar for cloud solutions, cloud migrations, cloud planning/governance, cloud-native applications, and other cloud-oriented activities: Plan, design, install, maintain, and/or monitor networks. Evaluate hardware and software suitable for networks. Design, test, and implement interface programs. Develop security procedures. Manage network performance. Recommend changes in methods or procedures.

Minimum Education: Bachelor's Degree.

Senior Cloud Network Engineer
Minimum/General Experience: 6 years of relevant experience.

Functional Responsibility: Responsibilities will vary but may include any of the following or similar for cloud solutions, cloud migrations, cloud planning/governance, cloud-native applications, and other cloud-oriented activities: Plan, design, install, maintain, and/or monitor networks. Evaluate hardware and software suitable for networks. Design, test, and implement interface programs. Develop security procedures. Manage network performance. Recommend changes in methods or procedures.

Minimum Education: Bachelor's Degree.
Cloud Project Management

Cloud Task Manager
Minimum/General Experience: 4 years of relevant experience.

Functional Responsibility: Responsibilities will vary but may include any of the following or similar for cloud solutions, cloud migrations, cloud planning/governance, cloud-native applications, and other cloud-oriented activities: Organize, oversees, track, and/or coordinate tasks. Coordinate projects through systems development life cycles, if applicable. May support Agile development, including Product Manager roles. Ensure conformance with work requirements and applies policies, procedures, and project goals and objectives. Review work products for quality and completeness. Track and report metrics for schedule, resources, quality, and cost.

Minimum Education: Bachelor's Degree

Cloud Project Manager
Minimum/General Experience: 6 years of relevant experience.

Functional Responsibility: Responsibilities will vary but may include any of the following or similar for cloud solutions, cloud migrations, cloud planning/governance, cloud-native applications, and other cloud-oriented activities: Organize, oversees, track, and/or coordinate tasks. Coordinate projects through systems development life cycles, if applicable. May support Agile development, including Product Manager roles. Ensure conformance with work requirements and applies policies, procedures, and project goals and objectives. Review work products for quality and completeness. Track and report metrics for schedule, resources, quality, and cost.

Minimum Education: Bachelor's Degree.

Senior Cloud Project Manager
Minimum/General Experience: 8 years of relevant experience.

Functional Responsibility: Responsibilities will vary but may include any of the following or similar for cloud solutions, cloud migrations, cloud planning/governance, cloud-native applications, and other cloud-oriented activities: Organize, oversees, track, and/or coordinate tasks. Coordinate projects through systems development life cycles, if applicable. May support Agile development, including Product Manager roles. Ensure conformance with work requirements and applies policies, procedures, and project goals and objectives. Review work products for quality and completeness. Track and report metrics for schedule, resources, quality, and cost.

Minimum Education: Bachelor's Degree.

Cloud Programming

Junior Cloud Programmer
Minimum/General Experience: None

Functional Responsibility: Responsibilities will vary but may include any of the following or similar for cloud solutions, cloud migrations, cloud planning/governance, cloud-native applications, and other cloud-oriented activities: Plan, develop, modify, analyze, and/or test software programs, Web sites, mobile applications, or other technologies. Participate in the design, coding, testing, configuration, and/or implementation of software products, tools, or services. Install and maintain
software products.

**Minimum Education:** Bachelor's Degree.

**Cloud Programmer**

**Minimum/General Experience:** 3 years of relevant experience.

**Functional Responsibility:** Responsibilities will vary but may include any of the following or similar for cloud solutions, cloud migrations, cloud planning/governance, cloud-native applications, and other cloud-oriented activities: Plan, develop, modify, analyze, and/or test software programs, Web sites, mobile applications, or other technologies. Participate in the design, coding, testing, configuration, and/or implementation of software products, tools, or services. Install and maintain software products.

**Minimum Education:** Bachelor's Degree.

**Senior Cloud Programmer**

**Minimum/General Experience:** 6 years of relevant experience.

**Functional Responsibility:** Responsibilities will vary but may include any of the following or similar for cloud solutions, cloud migrations, cloud planning/governance, cloud-native applications, and other cloud-oriented activities: Plan, develop, modify, analyze, and/or test software programs, Web sites, mobile applications, or other technologies. Participate in the design, coding, testing, configuration, and/or implementation of software products, tools, or services. Install and maintain software products.

**Minimum Education:** Bachelor's Degree.

**Principal Cloud Programmer**

**Minimum/General Experience:** 8 years of relevant experience.

**Functional Responsibility:** Responsibilities will vary but may include any of the following or similar for cloud solutions, cloud migrations, cloud planning/governance, cloud-native applications, and other cloud-oriented activities: Plan, develop, modify, analyze, and/or test software programs, Web sites, mobile applications, or other technologies. Participate in the design, coding, testing, configuration, and/or implementation of software products, tools, or services. Install and maintain software products.

**Minimum Education:** Bachelor's Degree.

**Cloud Software Engineering and Implementation Support**

**Junior Cloud Software Engineer**

**Minimum/General Experience:** None

**Functional Responsibility:** Responsibilities will vary but may include any of the following or similar for cloud solutions, cloud migrations, cloud planning/governance, cloud-native applications, and other cloud-oriented activities: Provide system development, planning, research, architecture, system conversion, maintenance, implementation support, installation, configuration, and/or code integration services. Provide support for structured software engineering methods and automated application development software. Performs administration and operations support for systems, servers, cloud infrastructure, or other hosted environments.
Minimum Education: Bachelor's Degree.

**Cloud Software Engineer**
Minimum/General Experience: 3 years of relevant experience.

Functional Responsibility: Responsibilities will vary but may include any of the following or similar for cloud solutions, cloud migrations, cloud planning/governance, cloud-native applications, and other cloud-oriented activities: Provide system development, planning, research, architecture, system conversion, maintenance, implementation support, installation, configuration, and/or code integration services. Provide support for structured software engineering methods and automated application development software. Performs administration and operations support for systems, servers, cloud infrastructure, or other hosted environments.

Minimum Education: Bachelor's Degree.

**Senior Cloud Software Engineer**
Minimum/General Experience: 6 years of relevant experience.

Functional Responsibility: Responsibilities will vary but may include any of the following or similar for cloud solutions, cloud migrations, cloud planning/governance, cloud-native applications, and other cloud-oriented activities: Provide system development, planning, research, architecture, system conversion, maintenance, implementation support, installation, configuration, and/or code integration services. Provide support for structured software engineering methods and automated application development software. Performs administration and operations support for systems, servers, cloud infrastructure, or other hosted environments.

Minimum Education: Bachelor's Degree.

**Principal Cloud Software Engineer**
Minimum/General Experience: 8 years of relevant experience.

Functional Responsibility: Responsibilities will vary but may include any of the following or similar for cloud solutions, cloud migrations, cloud planning/governance, cloud-native applications, and other cloud-oriented activities: Provide system development, planning, research, architecture, system conversion, maintenance, implementation support, installation, configuration, and/or code integration services. Provide support for structured software engineering methods and automated application development software. Performs administration and operations support for systems, servers, cloud infrastructure, or other hosted environments.

Minimum Education: Bachelor's Degree.

**Cloud Subject Matter Expert**

**Cloud Subject Matter Expert I**
Minimum/General Experience: 6 years of relevant experience.

Functional Responsibility: Responsibilities will vary but may include any of the following or similar for cloud solutions, cloud migrations, cloud planning/governance, cloud-native applications, and other cloud-oriented activities: Serve as subject matter expert in a functional, technical, scientific, academic, regulatory, operations, government mission, or other specialty area. May advise the project team or client organization in specific areas of expertise. Participate as needed across project phases. Apply principles, methods, and knowledge towards the project approach, deliverables,
Minimum Education: Bachelor's Degree.

Cloud Subject Matter Expert II
Minimum/General Experience: 8 years of relevant experience.

Functional Responsibility: Responsibilities will vary but may include any of the following or similar for cloud solutions, cloud migrations, cloud planning/governance, cloud-native applications, and other cloud-oriented activities: Serve as subject matter expert in a functional, technical, scientific, academic, regulatory, operations, government mission, or other specialty area. May advise the project team or client organization in specific areas of expertise. Participate as needed across project phases. Apply principles, methods, and knowledge towards the project approach, deliverables, reports, presentations, or quality control. This labor category may be applied to non-technical roles required as part of the overall project.

Minimum Education: Bachelor's Degree.

Cloud Subject Matter Expert III
Minimum/General Experience: 10 years of relevant experience.

Functional Responsibility: Responsibilities will vary but may include any of the following or similar for cloud solutions, cloud migrations, cloud planning/governance, cloud-native applications, and other cloud-oriented activities: Serve as subject matter expert in a functional, technical, scientific, academic, regulatory, operations, government mission, or other specialty area. May advise the project team or client organization in specific areas of expertise. Participate as needed across project phases. Apply principles, methods, and knowledge towards the project approach, deliverables, reports, presentations, or quality control. This labor category may be applied to non-technical roles required as part of the overall project.

Minimum Education: Bachelor's Degree.

Cloud Subject Matter Expert IV
Minimum/General Experience: 15 years of relevant experience.

Functional Responsibility: Responsibilities will vary but may include any of the following or similar for cloud solutions, cloud migrations, cloud planning/governance, cloud-native applications, and other cloud-oriented activities: Serve as subject matter expert in a functional, technical, scientific, academic, regulatory, operations, government mission, or other specialty area. May advise the project team or client organization in specific areas of expertise. Participate as needed across project phases. Apply principles, methods, and knowledge towards the project approach, deliverables, reports, presentations, or quality control. This labor category may be applied to non-technical roles required as part of the overall project.

Minimum Education: Bachelor's Degree.
Cloud System Analysis

**Cloud Systems Analyst**

**Minimum/General Experience:** 3 years of relevant experience.

**Functional Responsibility:** Responsibilities will vary but may include any of the following or similar for cloud solutions, cloud migrations, cloud planning/governance, cloud-native applications, and other cloud-oriented activities: Develop and modify systems and subsystems. Support gathering information from users, defining work problems, designing and testing systems, and/or developing procedures to resolve the problems. Review requirements, research issues, perform analyses, compare alternatives, prepare specifications, resolve technical problems, coordinate work with programmers, or orient users to new systems.

**Minimum Education:** Bachelor's Degree.

**Senior Cloud Systems Analyst**

**Minimum/General Experience:** 6 years of relevant experience.

**Functional Responsibility:** Responsibilities will vary but may include any of the following or similar for cloud solutions, cloud migrations, cloud planning/governance, cloud-native applications, and other cloud-oriented activities: Develop and modify systems and subsystems. Support gathering information from users, defining work problems, designing and testing systems, and/or developing procedures to resolve the problems. Review requirements, research issues, perform analyses, compare alternatives, prepare specifications, resolve technical problems, coordinate work with programmers, or orient users to new systems.

**Minimum Education:** Bachelor's Degree.

**Principal Cloud Systems Analyst**

**Minimum/General Experience:** 8 years of relevant experience.

**Functional Responsibility:** Responsibilities will vary but may include any of the following or similar for cloud solutions, cloud migrations, cloud planning/governance, cloud-native applications, and other cloud-oriented activities: Develop and modify systems and subsystems. Support gathering information from users, defining work problems, designing and testing systems, and/or developing procedures to resolve the problems. Review requirements, research issues, perform analyses, compare alternatives, prepare specifications, resolve technical problems, coordinate work with programmers, or orient users to new systems.

**Minimum Education:** Bachelor's.

**Cloud User Experience Specialist**

**Junior Cloud User Experience Specialist**

**Minimum/General Experience:** None

**Functional Responsibility:** Responsibilities will vary but may include any of the following or similar for cloud solutions, cloud migrations, cloud planning/governance, cloud-native applications, and other cloud-oriented activities: Design, assess, or map customer/citizen experience and related behavioral analysis. Plan, implement, or support usability tests and human factors assessments. Research, plan, prototype, or design interfaces and other human-technology interactions. Support workshops, user
studies, or focus groups. Draft, develop, and review associated designs, reports, and studies.

**Minimum Education:** Bachelor's Degree.

**Cloud User Experience Specialist**

**Minimum/General Experience:** 3 years of relevant experience.

**Functional Responsibility:** Responsibilities will vary but may include any of the following or similar for cloud solutions, cloud migrations, cloud planning/governance, cloud-native applications, and other cloud-oriented activities: Design, assess, or map customer/citizen experience and related behavioral analysis. Plan, implement, or support usability tests and human factors assessments. Research, plan, prototype, or design interfaces and other human-technology interactions. Support workshops, user studies, or focus groups. Draft, develop, and review associated designs, reports, and studies.

**Minimum Education:** Bachelor's Degree.

**Senior Cloud User Experience Specialist**

**Minimum/General Experience:** 6 years of relevant experience.

**Functional Responsibility:** Responsibilities will vary but may include any of the following or similar for cloud solutions, cloud migrations, cloud planning/governance, cloud-native applications, and other cloud-oriented activities: Design, assess, or map customer/citizen experience and related behavioral analysis. Plan, implement, or support usability tests and human factors assessments. Research, plan, prototype, or design interfaces and other human-technology interactions. Support workshops, user studies, or focus groups. Draft, develop, and review associated designs, reports, and studies.

**Minimum Education:** Bachelor's Degree

**Cloud User Support/Clerical/Technical Writer**

**Cloud User Support/Clerical I**

**Minimum/General Experience:** None

**Functional Responsibility:** Responsibilities will vary but may include any of the following or similar for cloud solutions, cloud migrations, cloud planning/governance, cloud-native applications, and other cloud-oriented activities: Support users or customers by responding to calls and queries, researching problems, or providing instruction. Troubleshoot issues, escalating to more expert staff as needed. Provide a wide range of administrative or clerical support to clients or project teams. Support business or technical process operations.

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

**Cloud User Support/Clerical II**

**Minimum/General Experience:** None
**Functional Responsibility:** Responsibilities will vary but may include any of the following or similar for cloud solutions, cloud migrations, cloud planning/governance, cloud-native applications, and other cloud-oriented activities: Support users or customers by responding to calls and queries, researching problems, or providing instruction. Troubleshoot issues, escalating to more expert staff as needed. Provide a wide range of administrative or clerical support to clients or project teams. Support business or technical process operations.

**Minimum Education:** Bachelor's Degree

**Cloud Technical Writer**

**Minimum/General Experience:** 4 years of relevant experience.

**Functional Responsibility:** Responsibilities will vary but may include any of the following or similar for cloud solutions, cloud migrations, cloud planning/governance, cloud-native applications, and other cloud-oriented activities: Performs technical writing services. Creates or edits user manuals, system content, user support information, system documentation, stakeholder communications, presentations, studies, analyses, and/or reports.

**Minimum Education:** Bachelor's Degree.

**Equivalent Experience Requirements for ICF Labor Categories**

- Any combination of additional years of relevant experience plus full time college level study totaling four years will be an acceptable substitute for a Bachelor’s degree.

- Staff with highly relevant training and experience for a particular assignment may be considered to have additional years of experience for purposes of assignment to a labor category for that assignment.

- Staff whose training and experience exceed the requirements of their role for a particular assignment may have their years of experience decreased for purposes of placement in a labor category for that assignment.

**Service Contract Act (SCA) Matrix for SIN 518210C**

<table>
<thead>
<tr>
<th>SCA Eligible Contract Labor Category Title</th>
<th>SCA Occupation Code - Title</th>
<th>WD (Wage Determination) #</th>
</tr>
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<tbody>
<tr>
<td>User Support/Clerical I</td>
<td>01113 - General Clerk III</td>
<td>15-4281</td>
</tr>
<tr>
<td>User Support/Clerical II</td>
<td>01020 - Administrative Assistant</td>
<td>15-4281</td>
</tr>
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</table>

The Service Contract Act (SCA) is applicable to this contract and it includes SCA applicable labor categories. The prices for the indicated SCA labor categories are based on the U.S. Department of Labor Wage Determination Number identified in the SCA matrix. The prices awarded are in line with the geographic scope of the contract.
## Pricing for SIN 518210C

### ICF Site Rates

<table>
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Labor Category Descriptions
561422: Automated Contact Center Solutions (ACCS)

Analyst/Associate

Analyst I
Minimum/General Experience: None.

Functional Responsibility: Responsibilities will vary but may include any of the following or similar: Support information gathering, developing reports, or documenting analytical studies. Research, analyze, write, manage, or edit content for communications channels and products. Review work products for quality and completeness. Support research, analysis, business process design, requirements gathering, or testing. Support training or change management efforts. Prepare draft sections of deliverables and work products and incorporates review comments into final deliverables. This labor category may be applied to non-technical roles required as part of the overall project.

Minimum Education: Bachelor's Degree.

Analyst II
Minimum/General Experience: 1 year of relevant experience.

Functional Responsibility: Responsibilities will vary but may include any of the following or similar: Support information gathering, developing reports, or documenting analytical studies. Research, analyze, write, manage, or edit content for communications channels and products. Review work products for quality and completeness. Support research, analysis, business process design, requirements gathering, or testing. Support training or change management efforts. Prepare draft sections of deliverables and work products and incorporates review comments into final deliverables. This labor category may be applied to non-technical roles required as part of the overall project.

Minimum Education: Bachelor's Degree.

Analyst III
Minimum/General Experience: 2 years of relevant experience.

Functional Responsibility: Responsibilities will vary but may include any of the following or similar: Support information gathering, developing reports, or documenting analytical studies. Research, analyze, write, manage, or edit content for communications channels and products. Review work products for quality and completeness. Support research, analysis, business process design, requirements gathering, or testing. Support training or change management efforts. Prepare draft sections of deliverables and work products and
incorporates review comments into final deliverables. This labor category may be applied to non-technical roles required as part of the overall project.

**Minimum Education**: Bachelor's Degree.

**Associate I**

**Minimum/General Experience**: 3 years of relevant experience.

**Functional Responsibility**: Responsibilities will vary but may include any of the following or similar: Support information gathering, developing reports, or documenting analytical studies. Research, analyze, write, manage, or edit content for communications channels and products. Review work products for quality and completeness. Support research, analysis, business process design, requirements gathering, or testing. Support training or change management efforts. Prepare draft sections of deliverables and work products and incorporates review comments into final deliverables. This labor category may be applied to non-technical roles required as part of the overall project.

**Minimum Education**: Bachelor's Degree.

**Creative Designer**

**Junior Creative Designer**

**Minimum/General Experience**: None

**Functional Responsibility**: Responsibilities will vary but may include any of the following or similar: Design, create, or manage graphic, video, multimedia, documents, files, and other creative products. Support development of information architectures, taxonomies, and maps. Develop mock-ups, wireframes, interfaces, proofs-of-concept, and final designs. Develop project and system documentation, training materials, and user guides.

**Minimum Education**: Bachelor's Degree.

**Creative Designer**

**Minimum/General Experience**: 3 years of relevant experience.

**Functional Responsibility**: Responsibilities will vary but may include any of the following or similar: Design, create, or manage graphic, video, multimedia, documents, files, and other creative products. Support development of information architectures, taxonomies, and maps. Develop mock-ups, wireframes, interfaces, proofs-of-concept, and final designs. Develop project and system documentation, training materials, and user guides.

**Minimum Education**: Bachelor's Degree.
Senior Creative Designer

**Minimum/General Experience:** 6 years of relevant experience.

**Functional Responsibility:** Responsibilities will vary but may include any of the following or similar: Design, create, or manage graphic, video, multimedia, documents, files, and other creative products. Support development of information architectures, taxonomies, and maps. Develop mock-ups, wireframes, interfaces, proofs-of-concept, and final designs. Develop project and system documentation, training materials, and user guides.

**Minimum Education:** Bachelor's Degree.

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Cyber Security Specialist

Junior Cyber Security Specialist

**Minimum/General Experience:** None

**Functional Responsibility:** Responsibilities will vary but may include any of the following or similar: Analyze cyber security requirements, technologies, risks, or issues. Participate in design of solutions, defenses, or mitigation approaches. Research, document, and apply cyber best practices, controls, policies, procedures, and standards. Apply cyber or information privacy approaches to systems, networks, services, devices, tools, communications, policies, or business processes. This labor category may apply to information assurance, certification & accreditation, forensics, information privacy, intrusion detection, policy, incident response, or other cyber security roles.

**Minimum Education:** Bachelor's Degree.

Cyber Security Specialist

**Minimum/General Experience:** 3 years of relevant experience.

**Functional Responsibility:** Responsibilities will vary but may include any of the following or similar: Analyze cyber security requirements, technologies, risks, or issues. Participate in design of solutions, defenses, or mitigation approaches. Research, document, and apply cyber best practices, controls, policies, procedures, and standards. Apply cyber or information privacy approaches to systems, networks, services, devices, tools, communications, policies, or business processes. This labor category may apply to information assurance, certification & accreditation, forensics, information privacy, intrusion detection, policy, incident response, or other cyber security roles

**Minimum Education:** Bachelor's Degree.
**Senior Cyber Security Specialist**

**Minimum/General Experience:** 6 years of relevant experience.

**Functional Responsibility:** Responsibilities will vary but may include any of the following or similar: Analyze cyber security requirements, technologies, risks, or issues. Participate in design of solutions, defenses, or mitigation approaches. Research, document, and apply cyber best practices, controls, policies, procedures, and standards. Apply cyber or information privacy approaches to systems, networks, services, devices, tools, communications, policies, or business processes. This labor category may apply to information assurance, certification & accreditation, forensics, information privacy, intrusion detection, policy, incident response, or other cyber security roles

**Minimum Education:** Bachelor's Degree.

**Principal Cyber Security Specialist**

**Minimum/General Experience:** 8 years of relevant experience.

**Functional Responsibility:** Responsibilities will vary but may include any of the following or similar: Analyze cyber security requirements, technologies, risks, or issues. Participate in design of solutions, defenses, or mitigation approaches. Research, document, and apply cyber best practices, controls, policies, procedures, and standards. Apply cyber or information privacy approaches to systems, networks, services, devices, tools, communications, policies, or business processes. This labor category may apply to information assurance, certification & accreditation, forensics, information privacy, intrusion detection, policy, incident response, or other cyber security roles

**Minimum Education:** Bachelor's Degree.

**Data Specialist / Informaticist**

**Junior Data Specialist/Informaticist**

**Minimum/General Experience:** None

**Functional Responsibility:** Responsibilities will vary but may include any of the following or similar: Provide technical expertise, design, configuration, administration, and/or maintenance of databases, data warehouses, and data systems. Perform data analysis, data structure, metadata, data architecture, and/or data visualization. Support data management and governance which may include data collection, cleaning, organization, modeling, and/or quality assurance. Participate in design and implementation of data collection methods, samples, protocols, and instruments. Perform data analysis, reporting, and development of findings. May include data scientist, survey research, or informaticist roles.

**Minimum Education:** Bachelor's Degree.
**Data Specialist/Informaticist**

**Minimum/General Experience:** 3 years of relevant experience

**Functional Responsibility:** Responsibilities will vary but may include any of the following or similar: Provide technical expertise, design, configuration, administration, and/or maintenance of databases, data warehouses, and data systems. Perform data analysis, data structure, metadata, data architecture, and/or data visualization. Support data management and governance which may include data collection, cleaning, organization, modeling, and/or quality assurance. Participate in design and implementation of data collection methods, samples, protocols, and instruments. Perform data analysis, reporting, and development of findings. May include data scientist, survey research, or informaticist roles.

**Minimum Education:** Bachelor's Degree.

**Senior Data Scientist/Informaticist**

**Minimum/General Experience:** 6 years of relevant experience

**Functional Responsibility:** Responsibilities will vary but may include any of the following or similar: Provide technical expertise, design, configuration, administration, and/or maintenance of databases, data warehouses, and data systems. Perform data analysis, data structure, metadata, data architecture, and/or data visualization. Support data management and governance which may include data collection, cleaning, organization, modeling, and/or quality assurance. Participate in design and implementation of data collection methods, samples, protocols, and instruments. Perform data analysis, reporting, and development of findings. May include data scientist, survey research, or informaticist roles.

**Minimum Education:** Bachelor's Degree.

**Principal Data Scientist/Informaticist**

**Minimum/General Experience:** 8 years of relevant experience

**Functional Responsibility:** Responsibilities will vary but may include any of the following or similar: Provide technical expertise, design, configuration, administration, and/or maintenance of databases, data warehouses, and data systems. Perform data analysis, data structure, metadata, data architecture, and/or data visualization. Support data management and governance which may include data collection, cleaning, organization, modeling, and/or quality assurance. Participate in design and implementation of data collection methods, samples, protocols, and instruments. Perform data analysis, reporting, and development of findings. May include data scientist, survey research, or informaticist roles.

**Minimum Education:** Bachelor's Degree.
Expert Technologist

**Expert Technologist I**
**Minimum/General Experience:** 8 years of relevant experience.

**Functional Responsibility:** Responsibilities will vary but may include any of the following or similar: Provide in-depth knowledge of a specific technical area, tools, or trends. Provide business, technical, data, or enterprise architecture consulting and implementation. Advise the project team or client on the application, impact, risks, or benefits of technologies. May work directly with technologies, tools, or systems to solve complex problems or achieve client goals.

**Minimum Education:** Bachelor's Degree.

**Expert Technologist II**
**Minimum/General Experience:** 10 years of relevant experience.

**Functional Responsibility:** Responsibilities will vary but may include any of the following or similar: Provide in-depth knowledge of a specific technical area, tools, or trends. Provide business, technical, data, or enterprise architecture consulting and implementation. Advise the project team or client on the application, impact, risks, or benefits of technologies. May work directly with technologies, tools, or systems to solve complex problems or achieve client goals.

**Minimum Education:** Bachelor's Degree.

**Expert Technologist III**
**Minimum/General Experience:** 12 years of relevant experience.

**Functional Responsibility:** Responsibilities will vary but may include any of the following or similar: Provide in-depth knowledge of a specific technical area, tools, or trends. Provide business, technical, data, or enterprise architecture consulting and implementation. Advise the project team or client on the application, impact, risks, or benefits of technologies. May work directly with technologies, tools, or systems to solve complex problems or achieve client goals.

**Minimum Education:** Bachelor's Degree.

Network Engineering

**Network Engineer**
**Minimum/General Experience:** 3 years of relevant experience.
**Functional Responsibility:** Responsibilities will vary but may include any of the following or similar: Plan, design, install, maintain, and/or monitor networks. Evaluate hardware and software suitable for networks. Design, test, and implement interface programs. Develop security procedures. Manage network performance. Recommend changes in methods or procedures.

**Minimum Education:** Bachelor's Degree.

**Senior Network Engineer**
**Minimum/General Experience:** 6 years of relevant experience.

**Functional Responsibility:** Responsibilities will vary but may include any of the following or similar: Plan, design, install, maintain, and/or monitor networks. Evaluate hardware and software suitable for networks. Design, test, and implement interface programs. Develop security procedures. Manage network performance. Recommend changes in methods or procedures.

**Minimum Education:** Bachelor's Degree.

**Project Management**

**Task Manager**
**Minimum/General Experience:** 4 years of relevant experience.

**Functional Responsibility:** Responsibilities will vary but may include any of the following or similar: Organize, oversees, track, and/or coordinate tasks. Coordinate projects through systems development life cycles, if applicable. May support Agile development, including Product Manager roles. Ensure conformance with work requirements and applies policies, procedures, and project goals and objectives. Review work products for quality and completeness. Track and report metrics for schedule, resources, quality, and cost.

**Minimum Education:** Bachelor's Degree

**Project Manager**
**Minimum/General Experience:** 6 years of relevant experience.

**Functional Responsibility:** Responsibilities will vary but may include any of the following or similar: Organize, oversees, track, and/or coordinate tasks. Coordinate projects through systems development life cycles, if applicable. May support Agile development, including Product Manager roles. Ensure conformance with work requirements and applies policies, procedures, and project goals and objectives. Review work products for quality and completeness. Track and report metrics for schedule, resources, quality, and cost.
Minimum Education: Bachelor's Degree.

Senior Project Manager
Minimum/General Experience: 8 years of relevant experience.

Functional Responsibility: Responsibilities will vary but may include any of the following or similar: Organize, oversees, track, and/or coordinate tasks. Coordinate projects through systems development life cycles, if applicable. May support Agile development, including Product Manager roles. Ensure conformance with work requirements and applies policies, procedures, and project goals and objectives. Review work products for quality and completeness. Track and report metrics for schedule, resources, quality, and cost.

Minimum Education: Bachelor's Degree.

Programming

Junior Programmer
Minimum/General Experience: None

Functional Responsibility: Responsibilities will vary but may include any of the following or similar: Plan, develop, modify, analyze, and/or test software programs, Web sites, mobile applications, or other technologies. Participate in the design, coding, testing, configuration, and/or implementation of software products, tools, or services. Install and maintain software products.

Minimum Education: Bachelor's Degree.

Programmer
Minimum/General Experience: 3 years of relevant experience.

Functional Responsibility: Responsibilities will vary but may include any of the following or similar: Plan, develop, modify, analyze, and/or test software programs, Web sites, mobile applications, or other technologies. Participate in the design, coding, testing, configuration, and/or implementation of software products, tools, or services. Install and maintain software products.

Minimum Education: Bachelor's Degree.

Senior Programmer
Minimum/General Experience: 6 years of relevant experience.

Functional Responsibility: Responsibilities will vary but may include any of the following or similar: Plan, develop, modify, analyze, and/or test software programs, Web sites, mobile applications, or other technologies. Participate in the design, coding, testing, configuration, and/or implementation of software products, tools, or services. Install and maintain software products.
Minimum Education: Bachelor's Degree.

Principal Programmer
Minimum/General Experience: 8 years of relevant experience.

Functional Responsibility: Responsibilities will vary but may include any of the following or similar: Plan, develop, modify, analyze, and/or test software programs, Web sites, mobile applications, or other technologies. Participate in the design, coding, testing, configuration, and/or implementation of software products, tools, or services. Install and maintain software products.

Minimum Education: Bachelor's Degree.

Software Engineering and Implementation Support

Junior Software Engineer
Minimum/General Experience: None

Functional Responsibility: Responsibilities will vary but may include any of the following or similar: Provide system development, planning, research, architecture, system conversion, maintenance, implementation support, installation, configuration, and/or code integration services. Provide support for structured software engineering methods and automated application development software. Performs administration and operations support for systems, servers, cloud infrastructure, or other hosted environments.

Minimum Education: Bachelor's Degree.

Software Engineer
Minimum/General Experience: 3 years of relevant experience.

Functional Responsibility: Responsibilities will vary but may include any of the following or similar: Provide system development, planning, research, architecture, system conversion, maintenance, implementation support, installation, configuration, and/or code integration services. Provide support for structured software engineering methods and automated application development software. Performs administration and operations support for systems, servers, cloud infrastructure, or other hosted environments.

Minimum Education: Bachelor's Degree.

Senior Software Engineer
Minimum/General Experience: 6 years of relevant experience.

Functional Responsibility: Responsibilities will vary but may include any of the following or similar: Provide system development, planning, research, architecture, system conversion,
maintenance, implementation support, installation, configuration, and/or code integration services. Provide support for structured software engineering methods and automated application development software. Performs administration and operations support for systems, servers, cloud infrastructure, or other hosted environments.

**Minimum** Education: Bachelor's Degree.

**Principal Software Engineer**  
**Minimum/General Experience:** 8 years of relevant experience.

**Functional Responsibility:** Responsibilities will vary but may include any of the following or similar: Provide system development, planning, research, architecture, system conversion, maintenance, implementation support, installation, configuration, and/or code integration services. Provide support for structured software engineering methods and automated application development software. Performs administration and operations support for systems, servers, cloud infrastructure, or other hosted environments.

**Minimum Education:** Bachelor's Degree.

**Subject Matter Expert**  
**Subject Matter Expert I**  
**Minimum/General Experience:** 6 years of relevant experience.

**Functional Responsibility:** Responsibilities will vary but may include any of the following or similar: Serve as subject matter expert in a functional, technical, scientific, academic, regulatory, operations, government mission, or other specialty area. May advise the project team or client organization in specific areas of expertise. Participate as needed across project phases. Apply principles, methods, and knowledge towards the project approach, deliverables, reports, representations, or quality control. This labor category may be applied to non-technical roles required as part of the overall project.

**Minimum Education:** Bachelor's Degree.

**Subject Matter Expert II**  
**Minimum/General Experience:** 8 years of relevant experience.

**Functional Responsibility:** Responsibilities will vary but may include any of the following or similar: Serve as subject matter expert in a functional, technical, scientific, academic, regulatory, operations, government mission, or other specialty area. May advise the project team or client organization in specific areas of expertise. Participate as needed across project phases. Apply principles, methods, and knowledge towards the project approach, deliverables, reports, representations, or quality control. This labor category may be applied to non-technical roles required as part of the overall project.

**Minimum Education:** Bachelor's Degree.
**Subject Matter Expert III**

**Minimum/General Experience:** 10 years of relevant experience.

**Functional Responsibility:** Responsibilities will vary but may include any of the following or similar: Serve as subject matter expert in a functional, technical, scientific, academic, regulatory, operations, government mission, or other specialty area. May advise the project team or client organization in specific areas of expertise. Participate as needed across project phases. Apply principles, methods, and knowledge towards the project approach, deliverables, reports, representations, or quality control. This labor category may be applied to non-technical roles required as part of the overall project.

**Minimum Education:** Bachelor's Degree.

**Subject Matter Expert IV**

**Minimum/General Experience:** 15 years of relevant experience.

**Functional Responsibility:** Responsibilities will vary but may include any of the following or similar: Serve as subject matter expert in a functional, technical, scientific, academic, regulatory, operations, government mission, or other specialty area. May advise the project team or client organization in specific areas of expertise. Participate as needed across project phases. Apply principles, methods, and knowledge towards the project approach, deliverables, reports, representations, or quality control. This labor category may be applied to non-technical roles required as part of the overall project.

**Minimum Education:** Bachelor's Degree.

**Systems Analyst**

**Systems Analyst**

**Minimum/General Experience:** 3 years of relevant experience.

**Functional Responsibility:** Responsibilities will vary but may include any of the following or similar: Develop and modify systems and subsystems. Support gathering information from users, defining work problems, designing and testing systems, and/or developing procedures to resolve the problems. Review requirements, research issues, perform analyses, compare alternatives, prepare specifications, resolve technical problems, coordinate work with programmers, or orient users to new systems.

**Minimum Education:** Bachelor's Degree.

**Senior Systems Analyst**

**Minimum/General Experience:** 6 years of relevant experience.

**Functional Responsibility:** Responsibilities will vary but may include any of the following or similar: Develop and modify systems and subsystems. Support gathering information from users, defining work problems, designing and testing systems, and/or developing procedures to resolve the problems. Review requirements, research issues, perform
analyses, compare alternatives, prepare specifications, resolve technical problems, coordinate work with programmers, or orient users to new systems.

**Minimum Education:** Bachelor’s Degree.

**Principal Systems Analyst**

**Minimum/General Experience:** 8 years of relevant experience.

**Functional Responsibility:** Responsibilities will vary but may include any of the following or similar: Develop and modify systems and subsystems. Support gathering information from users, defining work problems, designing and testing systems, and/or developing procedures to resolve the problems. Review requirements, research issues, perform analyses, compare alternatives, prepare specifications, resolve technical problems, coordinate work with programmers, or orient users to new systems.

**Minimum Education:** Bachelor's.

**User Experience Specialist**

**Junior User Experience Specialist**

**Minimum/General Experience:** None

**Functional Responsibility:** Responsibilities will vary but may include any of the following or similar: Design, assess, or map customer/citizen experience and related behavioral analysis. Plan, implement, or support usability tests and human factors assessments. Research, plan, prototype, or design interfaces and other human-technology interactions. Support workshops, user studies, or focus groups. Draft, develop, and review associated designs, reports, and studies.

**Minimum Education:** Bachelor's Degree.

**User Experience Specialist**

**Minimum/General Experience:** 3 years of relevant experience.

**Functional Responsibility:** Responsibilities will vary but may include any of the following or similar: Design, assess, or map customer/citizen experience and related behavioral analysis. Plan, implement, or support usability tests and human factors assessments. Research, plan, prototype, or design interfaces and other human-technology interactions. Support workshops, user studies, or focus groups. Draft, develop, and review associated designs, reports, and studies.

**Minimum Education:** Bachelor's Degree.

**Senior User Experience Specialist**
Minimum/General Experience: 6 years of relevant experience.

Functional Responsibility: Responsibilities will vary but may include any of the following or similar: Design, assess, or map customer/citizen experience and related behavioral analysis. Plan, implement, or support usability tests and human factors assessments. Research, plan, prototype, or design interfaces and other human-technology interactions. Support workshops, user studies, or focus groups. Draft, develop, and review associated designs, reports, and studies.

Minimum Education: Bachelor's Degree

User Support / Clerical / Technical Writer

User Support/Clerical I

Minimum/General Experience: None

Functional Responsibility: Responsibilities will vary but may include any of the following or similar: Support users or customers by responding to calls and queries, researching problems, or providing instruction. Troubleshoot issues, escalating to more expert staff as needed. Provide a wide range of administrative or clerical support to clients or project teams. Support business or technical process operations.

Minimum Education: High School Diploma or equivalent

User Support/Clerical II

Minimum/General Experience: None

Functional Responsibility: Responsibilities will vary but may include any of the following or similar: Support users or customers by responding to calls and queries, researching problems, or providing instruction. Troubleshoot issues, escalating to more expert staff as needed. Provide a wide range of administrative or clerical support to clients or project teams. Support business or technical process operations.

Minimum Education: Bachelor's Degree

Technical Writer

Minimum/General Experience: 4 years of relevant experience.

Functional Responsibility: Responsibilities will vary but may include any of the following: Performs technical writing services. Creates or edits user manuals, system content, user support information, system documentation, stakeholder communications, presentations, studies, analyses, and/or reports.
Minimum Education: Bachelor's Degree.

Agent

Minimum/General Experience: 1 year of relevant experience.

Functional Responsibility: Responsibilities will vary but may include any of the following or similar: Perform highly structured routine work and stringent oversight. Carry out all tasks in accordance with project rules while meeting all applicable metrics. This may include processing documents, answering inbound customer service calls, or placing outbound calls.

Minimum Education: High School Diploma.

Agent II

Minimum/General Experience: 2 years of relevant experience.

Functional Responsibility: Responsibilities will vary but may include any of the following or similar: Perform highly structured routine work and stringent oversight. Carry out all tasks in accordance with project rules while meeting all applicable metrics. This may include processing documents, answering inbound customer service calls, or placing outbound calls. May work on multiple work types concurrently, more complex work types with a greater number or rules, or be tasked with additional admin work.

Minimum Education: High School Diploma.

Agent III

Minimum/General Experience: 2 years of relevant experience.

Functional Responsibility: Responsibilities will vary but may include any of the following or similar: Carry out tasks requiring the use of discretion with minimal minute to minute oversight. Employee is responsible for carrying out tasks in accordance with project rules while meeting applicable metrics. The agent may perform QA, serve as an escalation specialist, or work as a CSR/processor on more advanced programs requiring case management style attention.

Minimum Education: Bachelor's Degree.

Agent IV

Minimum/General Experience: 2 years of relevant experience.
**Functional Responsibility:** Responsibilities will vary but may include any of the following or similar: Carry out tasks requiring the use of discretion with minimal minute to minute oversight. Employee is responsible for carrying out tasks in accordance with project rules while meeting applicable metrics. The agent may perform QA, serve as an escalation specialist, or work as a CSR/processor on more advanced programs requiring case management style attention. May work on multiple work types concurrently, more complex work types with a greater number or rules, or be tasked with additional admin work. May also serve as Team Lead to organize and coordinate agent tasks.

**Minimum Education:** High School Diploma.

**Supervisor**

**Minimum/General Experience:** 5 years of relevant experience.

**Functional Responsibility:** Responsibilities will vary but may include any of the following or similar: Provides oversight to a team of agents and team leads, assisting with questions or problems, and providing feedback to agents. Responsible for monitoring day to day operations including workload, task assignments, and performance metrics. Required to scrutinize agent and team performance and taking action to drive performance. Conducts performance evaluations and delivers coaching for lower level employees.

**Minimum Education:** High School Diploma.

**Equivalent Experience Requirements for ICF Labor Categories**

- Any combination of additional years of relevant experience plus full time college level study totaling four years will be an acceptable substitute for a Bachelor’s degree.

- Staff with highly relevant training and experience for a particular assignment may be considered to have additional years of experience for purposes of assignment to a labor category for that assignment.

- Staff whose training and experience exceed the requirements of their role for a particular assignment may have their years of experience decreased for purposes of placement in a labor category for that assignment.
# Service Contract Act (SCA) Matrix for SIN 561422

<table>
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<th>SCA Eligible Contract Labor Category Title</th>
<th>SCA Occupation Code - Title</th>
<th>WD (Wage Determination) #</th>
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<tbody>
<tr>
<td>User Support/Clerical I</td>
<td>01111 - General Clerk I</td>
<td>15-4281</td>
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<tr>
<td>User Support/Clerical II</td>
<td>01112 – General Clerk II</td>
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The Service Contract Act (SCA) is applicable to this contract and it includes SCA applicable labor categories. The prices for the indicated SCA labor categories are based on the U.S. Department of Labor Wage Determination Number identified in the SCA matrix. The prices awarded are in line with the geographic scope of the contract.
# Pricing for SIN 561422

## ICF Site Rates

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