

**GENERAL SERVICES ADMINISTRATION  
FEDERAL SUPPLY SERVICE  
AUTHORIZED FEDERAL SUPPLY SCHEDULE PRICE LIST**

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



**SCHEDULE NUMBER** 70

**SCHEDULE NAME** GENERAL PURPOSE COMMERCIAL INFORMATION TECHNOLOGY  
EQUIPMENT, SOFTWARE, AND SERVICES

**SIN(S):** 132-51

**FSC GROUP** 70

**FSC CLASS** 7010

**FPDS CODES** FPDS Code D302 IT Systems Development Services  
FPDS Code D308 Programming Services  
FPDS Code D311 IT Data Conversion Services  
FPDS Code D399 Other Information Technology Services, Not  
Elsewhere Classified  
FPDS Code D316 IT Network Management Services

**CONTRACT NUMBER:** GS-35F-398CA

**CONTRACT PERIOD:** JULY 1, 2015 – JUNE 30, 2020

**CONTRACTOR:** SUMMIT TECHNOLOGIES, INC.  
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**Business Size:** Small

**About the Company:**

Founded in 1997, Summit Technologies, Inc. is an information technology services company providing infrastructure, software development and information assurance solutions for the Federal Government and Fortune 1000 companies. For more than 17 years, the company has delivered technology solutions to over 100 customers. In order to provide a high return on investment to our customers' we blend established and emerging technologies in heterogeneous environments while leveraging best practices and methodologies.

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## CUSTOMER INFORMATION

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<b>1a</b>	Table of awarded special item number(s) with appropriate cross-reference to item descriptions and awarded price(s).	132-51 – IT Professional Services See Terms and Conditions for 132-51
<b>1b</b>	Identification of the lowest priced model number and lowest unit price for that model for each special item number awarded in the contract. This price is the Government price based on a unit of one, exclusive of any quantity/dollar volume, prompt payment, or any other concession affecting price. Those contracts that have unit prices based on the geographic location of the customer, should show	See pricelist
<b>1c</b>	If the Contractor is proposing hourly rates, a description of all corresponding commercial job titles, experience, functional responsibility and education for those types of employees or subcontractors who will perform services shall be provided. If hourly rates are not applicable, indicate “Not applicable” for this item	See below
<b>2</b>	Maximum Order	132-51 - \$500,000
<b>3</b>	Minimum Order:	\$100
<b>4</b>	Geographic Coverage (delivery area):.	Worldwide
<b>5</b>	Point(s) of production (city, county, and State or foreign country).	N/A
<b>6</b>	Discount from list prices or statement of net price:	See attached price list. Prices shown are net of discount.
<b>7</b>	Quantity Discounts:	15% for 9 or more System Administrator - Senior
<b>8</b>	Prompt payment terms.	1% - 20 Days
		Information for Ordering Offices: Prompt payment terms cannot be negotiated out of the contractual agreement in exchange for other concessions.

<b>9a</b>	Notification that Government purchase cards are accepted at or below the micro-purchase threshold	Government Purchase Cards are accepted at or below the micro-purchase threshold.
<b>9b</b>	Notification whether Government purchase cards are accepted or not accepted above the micro-purchase threshold.	Contractor <b>will not</b> accept the Government Purchase Card above the micro-purchase threshold.
<b>10</b>	Foreign Items (list items by country of origin).	None
<b>11a</b>	Time of Delivery:	As Agreed Upon with Ordering Activity
<b>11b</b>	Expedited Delivery	Negotiated on a Task order Basis
<b>11c</b>	Overnight & 2-day delivery	Contact Contractor for Availability
<b>11d</b>	Urgent Requirements	Contact Contractor to effect faster delivery
<b>12</b>	FOB Point(s)	Destination for Domestic and Overseas delivery
<b>13a</b>	Ordering Address:	Same as Contractor address
<b>13b</b>	Ordering procedures:	For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPA's) are found in Federal Acquisition Regulation (FAR) 8.405-3
<b>14</b>	Payment Address:	Same as Contractor address
<b>15</b>	Warranty Provision:	N/A
<b>16</b>	Export packing charges, if applicable:	N/A
<b>17</b>	Terms and conditions of Government purchase card acceptance (any thresholds above the micro-purchase level):	N/A
<b>18</b>	Terms and conditions of rental, maintenance, and repair (if applicable):	N/A
<b>19</b>	Terms and conditions of installation (if applicable):	N/A
<b>20</b>	Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices (if applicable):	N/A
<b>20a</b>	Terms and conditions for any other services (if applicable):	N/A
<b>21</b>	List of service and distribution points (if applicable):	N/A
<b>22</b>	List of participating dealers (if applicable):	N/A
<b>23</b>	Preventive maintenance (if applicable):	N/A

- 24a** Special attributes such as environmental attributes (e.g., recycled content, energy efficiency, and/or reduced pollutants): N/A
- 24b** Section 508 Compliance for EIT: N/A
- 25** Data Universal Number System (DUNS) number 839881257
- 26** Notification regarding registration in Central Contractor Registration (CCR) database Yes (Cage: 3FKG0)

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

**\*\*\*NOTE:** *All non-professional labor categories must be incidental to, and used solely to support professional services, and cannot be purchased separately.*

**1. SCOPE**

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

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

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

**3. ORDER**

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

**4. PERFORMANCE OF SERVICES**

- a. The Contractor shall commence performance of services on the date agreed to by the Contractor and the ordering activity.
- b. The Contractor agrees to render services only during normal working hours, unless otherwise agreed to by the Contractor and the ordering activity.
- c. The ordering activity should include the criteria for satisfactory completion for each task in the Statement of Work or Delivery Order. Services shall be completed in a good and workmanlike manner.

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

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

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

(1) Cancel the stop-work order; or

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

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

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

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

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

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

## **6. INSPECTION OF SERVICES**

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

## **7. RESPONSIBILITIES OF THE CONTRACTOR**

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

## **8. RESPONSIBILITIES OF THE ORDERING ACTIVITY**

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

## **9. INDEPENDENT CONTRACTOR**

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

## **10. ORGANIZATIONAL CONFLICTS OF INTEREST**

### **a. Definitions.**

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

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

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

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

## **11. INVOICES**

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

## **12. PAYMENTS**

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

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

### **13. RESUMES**

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

### **14. INCIDENTAL SUPPORT COSTS**

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

### **15. APPROVAL OF SUBCONTRACTS**

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

### **16. DESCRIPTION OF IT PROFESSIONAL SERVICES AND PRICING**

- a. The Contractor shall provide a description of each type of IT Service offered under Special Item Numbers 132-51 IT Professional Services should be presented in the same manner as the Contractor sells to its commercial and other ordering activity customers. If the Contractor is proposing hourly rates, a description of all corresponding commercial job titles (labor categories) for those individuals who will perform the service should be provided.

## **LABOR CATEGORY DESCRIPTIONS**

### **DEGREE SUBSTITUTION**

The descriptions below describe the functional responsibilities, education and experience requirements for each labor category. These serve as a guide to the experience and educational background of personnel typically found in each labor category. Increasingly, we find that the skills needed to support advanced technology efforts are not always supported by a traditional education and work experience combination. Often, the experience of a resource is a valid substitute for education. Consequently, the minimum education and experience shown in this table may be fulfilled by the consideration of a trade-off of several factors, including level of education obtained, directly relevant experience, or certifications. The following chart indicates where experience may be substituted for the degree attained by an individual.

Degree	Experience Equivalence*	Other Equivalence
Associate's	1 year relevant experience	Vocational or technical training in work-related field
Bachelor's	Associate's degree + 2 years relevant experience, or 4 years relevant experience	Professional certification

### Application Technical Production Support

Minimum Experience: 5 years.

Functional Responsibility: Under general direction, responsible for ensuring the timely process through which application problems are controlled. Includes application problem recognition, research, isolation, resolution, and follow-up steps. Requires experience and understanding of application and environment. Competent to work on most phases of applications systems analysis, programming and testing activities, but requires instruction and guidance in other phases. Typically involves use of knowledge base, problem management and/or configuration management databases.

Minimum Certifications and Education: Bachelor's degree

### APPLICATIONS PROGRAMMER

Minimum Experience: 2 years.

Functional Responsibility: Participates in the design of software tools and subsystems to support reuse and domain analysis. Assists Applications Engineer and Applications Programmer to interpret software requirements and design specifications to code and integrate and test software components.

Minimum Certifications and Education: Bachelor's degree

### Applications Systems Analyst/Programmer - Senior

Minimum Experience: 4 years

Functional Responsibility: Under general direction, formulates and defines system scope and objectives. Devises or modifies procedures to solve complex problems considering computer equipment capacity and limitations, operating time, and form of desired results. Prepares detailed specifications from which programs will be written. Designs, codes, tests, debugs, and documents those programs. Competent to work at the highest technical level of all phases of applications systems analysis and programming activities. May be responsible for completion of a phase of a project. Regularly provides guidance and training to less-experienced analyst/programmers.

Minimum Certifications and Education: Bachelor's Degree OR equivalent experience and training.

### Business Analyst

Minimum Experience: 7 years.

Functional Responsibility: Under general supervision, formulates and defines systems scope and objectives through research and fact-finding combined with an understanding of applicable business systems and industry requirements. With this knowledge, develops or modifies moderately complex information systems. Includes analysis of business and user needs, documenting requirements, and revising existing system logic difficulties as necessary. Guides and advises less-experienced Business Analysts. Competent to work in some phases of systems analysis and considers the business implications of the application of technology to the current business environment.

Minimum Certifications and Education: Bachelor's Degree

### **Business Process Consultant**

Minimum Experience: 4 years

Functional Responsibility: Responsible for most complex systems process analysis, design, and simulation. Requires highest-level understanding of organization's business systems and industry requirements. Focus is on process analysis and re-engineering, with an understanding of technical problems and solutions as they relate to the current and future business environment. Creates process change by integrating new processes with existing ones and communicating these changes to impacted Business Systems teams. Recommends and facilitates quality improvement efforts. May lead re-engineering team and act as project manager in some cases.

Minimum Certifications and Education: Bachelor's Degree OR equivalent experience and training.

### **Business Systems Analyst - Senior**

Minimum Experience: 5 years

Functional Responsibility: Under general direction, formulates and defines systems scope and objectives based on both user needs and a good understanding of applicable business systems and industry requirements. Devises or modifies procedures to solve complex problems considering computer equipment capacity and limitations, operating time, and form of desired results. Includes analysis of business and user needs, documentation of requirements, and translation into proper system requirement specifications. Guides and advises less-experienced Business Systems Analysts. Competent to work at the highest technical level of most phases of systems analysis while considering the business implications of the application of technology to the current and future business environment.

Minimum Certifications and Education: Bachelor's Degree OR equivalent experience and training.

### **Business Systems Specialist**

Minimum Experience: 5 years

Functional Responsibility: Top-level technical contributor with expertise in particular business processes responsible for formulating systems scope and objectives relative to the organization's business plan and industry requirements. Acts independently or as a member of a project team responsible for providing technical guidance concerning the business implications of the application of various systems. Provides technical consulting on complex projects. Devises and/or modifies procedures to solve the most complex technical problems related to computer equipment capacity and limitations, operating time, and form of desired results. Creates detailed specifications from which programs will be written. May have quality assurance responsibilities

Minimum Certifications and Education: Associate's Degree OR equivalent experience and training.

### **Computer Security Systems Specialist (Intermediate)**

Minimum Experience: 3

Functional Responsibility: Under general supervision, analyzes and defines security requirements for MLS issues. Designs, develops, engineers and implements solutions to MLS requirements. Gathers and organizes technical information about an organization's mission goals and needs, existing security products and ongoing programs in the MLS arena. Performs risk analyses, which also includes risk assessment. Provides technical support for secure software development and integration tasks, including reviewing work products for correctness and adhering to the design concept and to user standards. Knowledgeable of Security/IA products such as PKI, VPN, firewalls, and intrusion detection systems. Analyzes and recommends resolution of security/IA problems on the basis of knowledge of the major IA products and services, an understanding of their limitations, and knowledge of the IA disciplines.

Minimum Certifications and Education: Bachelor's degree

### **Content Manager**

Minimum Experience: 5 years.

Functional Responsibility: Maintains data files and control procedures for moderately complex business systems that may be mainframe-, mini-, or client/server-based. Responsible for system security and data integrity. Assigns passwords and monitors use of resources. Applies extensive knowledge of the business applications and expertise in commercial software programs and unique applications in resolving problems. Troubleshoots computer related problems and contacts appropriate service representatives to resolve systems problems. Installs hardware and software. Performs backups, database administration, and file recovery. Optimizes system operation and resource utilization and performs system-capacity analysis and planning. Provides assistance to users in accessing and using business systems. May provide task direction to team members.

Minimum Certifications and Education: Bachelor's degree

### **Database Administrator**

Minimum Experience: 3 years

Functional Responsibility: Participates in the design, creation, and maintenance of computerized databases. Responsible for quality control and auditing of databases to ensure accurate and appropriate use of data. Works with management to develop database strategies to support company needs. Consults with and advises users on access to various databases. Works directly with users to resolve data conflicts and inappropriate data usage. Directs the maintenance and use of the corporate data dictionary.

Minimum Certifications and Education: Associate's Degree OR equivalent experience and training.

### **Database Management Specialist**

Minimum Experience: 8 years.

Functional Responsibility: Provides highly technical expertise in the use of DBMS. Evaluates and recommends available DBMS products to support validated user requirements. Defines file organization, indexing methods and security procedures for specific user applications.

Minimum Certifications and Education: Bachelor's degree

### **Desktop Support Specialist**

Minimum Experience: 1 year.

Functional Responsibility: Under general supervision, supports end users at one more locations. Works with users to solve problems with available technology including hardware, software and peripherals. Studies and analyzes systems' needs, trains users on software and hardware, and handles troubleshooting.

Minimum Certifications and Education: High School diploma

### **Documentation Specialist - Intermediate**

Minimum Experience: 2 years

Functional Responsibility: Under general supervision, prepares and/or maintains systems, programming, and operations documentation, including user manuals. Maintains a current internal documentation library. Competent to work on most phases of documentation.

Minimum Certifications and Education: Associate's Degree OR equivalent experience and training.

### **Hardware Technician**

Minimum Experience: 1 year.

Functional Responsibility: Provides technical support for computers and associated networks. Installs, troubleshoots, services, and repairs personal computers, network equipment such as servers, modems, multiplexers, related computer software, telephones, cables, and connectors. Provides personal computer, hardware, and software support. Installs, services, and repairs personal computers and installs attendant software. Connects personal computers and terminals to existing data networks. Maintains network diagrams and circuit records. Maintains trouble logs. Instructs users in the use of personal computers and networks. Investigates information, network, and communications needs of users, and makes recommendations regarding software and hardware purchases. Performs basic personal computer, PBX, and network software programming.

Minimum Certifications and Education: High School diploma

### **IA Analyst**

Minimum Experience: 2 years.

Functional Responsibility: Designs, develops or recommends integrated security system and physical control solutions that will ensure proprietary/confidential data and systems are protected. Provides technical engineering services for the support of integrated security systems and solutions to manage information-related risks. Participates with the client in the strategic design process to translate security and business requirements

into technical designs. Configures and validates secure systems and physical controls, and tests security products and systems to detect security weakness.

Minimum Certifications and Education: Bachelor's degree

### **Information Assurance Development Manager**

Minimum Experience: 5 years

Functional Responsibility: Analyzes and defines security requirement for computer systems which may include mainframes, workstations, and personal computers. Designs, develops, engineers, and implements solutions that meet security requirements. Provides integration and implementation of the computer system security solution.

Minimum Certifications and Education: Bachelor's Degree OR equivalent experience and training.

### **IT Security Specialist Senior**

Minimum Experience: 3 years.

Functional Responsibility: Applies current computer science technologies to the design, development, evaluation, and integration of computer systems and networks to maintain system security. Works with commercial computer product vendors in the design and evaluation of state-of-the-art secure operating systems, networks, and database products. Provides security engineering and integration services to internal customers. Involved in a wide range of security issues including architectures, electronic data traffic, network access. Uses encryption technology, penetration and vulnerability analysis of various security technologies, and information technology security research. May prepare security reports to regulatory agencies such as Departments of Defense or Energy.

Minimum Certifications and Education: Associate's Degree and DoD 8570 Security+

### **IT Senior Consultant**

Minimum Experience: 8 years.

Functional Responsibility: Performs a variety of activities in one or more of the following and/or related areas: personal computer applications training, data control and scheduling coordination, systems administration, data security administration, and associated fields. Develops and applies advanced concepts, techniques, and standards. Serves as prime consultant and external spokesperson for the organization on highly significant matters relating to policies, programs, capabilities, and long-range goals and objectives. Develops solutions to problems of unusual complexity which require a high degree of ingenuity, creativity, and innovativeness. Challenges are frequently unique and solutions may serve as precedent for future decisions.

Minimum Certifications and Education: Bachelor's degree

### **IT Subject Matter Specialist**

Minimum Experience: 5 years

Functional Responsibility: Provides extremely high-level subject matter proficiency for work described in the task. Provides advanced technical knowledge and analysis of highly specialized applications and operational environment, high-level functional systems analysis, design, integration, documentation, training, and implementation advice on complex problems that require doctorate level knowledge of the subject matter for effective implementation.

Minimum Certifications and Education: Bachelor's Degree OR equivalent experience and training.

### **Intermediate Information Assurance (IA) Analyst**

Minimum Experience: 5 years

Functional Responsibility: Under general technical supervision, performs network monitoring, analysis and reporting in accordance with the provisions of DoD Directive 8570.01-M. These skills and their associated duties may include the following: Intrusion: Examines potential security violations, incidents, malicious activity and attacks to determine if policy has been breached, assesses the impact, and preserves artifacts. Enters and tracks events and incidents. Supports incident escalation and assesses probable damages, identifies damage control and remediation, and assists in developing courses of action. Supervises the installation, monitoring, testing, troubleshooting, and administration of IA hardware and software systems. Recommends, schedules, and performs IA system repairs, systems administration, and maintenance. Analyzes patterns of non compliance or attacks and recommends appropriate actions to minimize security risks and insider threat. Configures, optimizes, and tests network devices. Diagnoses and resolves IA problems in response to reported incidents. Enhances rule sets to identify or block sources or potential sources of malicious traffic. Supports the design and execution of exercise scenarios. Specialist: Implements, and monitors policies and procedures reflecting the legislative intent of applicable laws and regulations. Prepares, distributes, and maintains plans, instructions, guidance, and standard operational procedures concerning Information Security. Participates in IA risk assessments during the C&A process. Prepares, reviews, and evaluates documentation of compliance. Prepares recommendations for the DAA. Reviews IA and IA enabled software, hardware, and firmware for compliance with appropriate security configuration guidelines, policies, and procedures. Reviews AI security plans. Identifies alternative functional IA security strategies to address organizational security concerns. Reviews security safeguards to determine that security concerns identified in approved policies, plans, and doctrine have been fully addressed. Develops and implements programs to ensure that systems, network, and data users are aware of, understand, and follow IA policies and procedures.

Minimum Certifications and Education: Bachelor's degree

### **Junior Web Designer - Webmaster**

Minimum Experience: 1 year.

Functional Responsibility: Contributes to the design and development of customer web sites. Assists more experienced developers in proposing web site strategies and in creating action plans and applications. Helps to customize web-based interactive features, build database gateways, and implement electronic commerce services.

Minimum Certifications and Education: Bachelor's degree

### **Manager/Operations Manager**

Minimum Experience: 5 years.

Functional Responsibility: Applies advanced principles, theories, and concepts to the development, maintenance, and implementation of information security standards, procedures, and guidelines. Solves complex technical problems, ensuring that systems and organizational databases are protected from unauthorized access and use. Monitors systems, identifies threats, and handles disaster recovery operations. Interfaces with user community to understand their security needs, implementing procedures to accommodate them. May require familiarity of domain structures, user authentication, and digital signatures. Identifies network vulnerabilities and recommends remedial action. May require understanding of firewall theory and configuration.

Minimum Certifications and Education: Bachelor's degree

### **.NET Developer**

Minimum Experience: 7 years.

Functional Responsibility: Under general supervision, develops codes, tests, and debugs new software or enhancements to existing Microsoft .NET based systems. Has good understanding of business applications. Works with technical staff to understand problems with software and resolve them. Resolves customer complaints with software and responds to suggestions for improvements and enhancements. May assist in development of software user manuals.

Minimum Certifications and Education: Bachelor's degree

### **NOC IT Security Specialist**

Minimum Experience: 1 year.

Functional Responsibility: Applies current computer science technologies to the design, development, evaluation, and integration of computer systems and networks to maintain system security. Works with commercial computer product vendors in the design and evaluation of state-of-the-art secure operating systems, networks, and database products. Provides security engineering and integration services to internal customers. Involved in a wide range of security issues including architectures, electronic data traffic, network access. Uses encryption technology, penetration and vulnerability analysis of various security technologies, and information technology security research. May prepare security reports to regulatory agencies such as Departments of Defense or Energy.

Minimum Certifications and Education: Associate's Degree and DoD 8570 Security+

### **Principal Systems Architect**

Minimum Experience: 8 years.

Functional Responsibility: Establishes system information requirements using analysis of the information engineer(s) in the development of enterprise-wide or large-scale information systems. Determines and identifies high level functional and technical requirements based on interactions with the user community and knowledge of the enterprise architecture. Designs architecture to include the software, hardware and communications to support the total requirements as well as provide for present and future cross-functional

requirements and interfaces. Identifies, assesses, and presents options for meeting the functional and technical requirements including hardware and software updates or upgrades. Responsible for developing high level system design diagrams. Ensures these systems are compatible and in compliance with the standards for open systems architectures, the Open Systems Interconnection (OSI) and International Standards Organization (ISO) reference models, and profiles of standards - such as Institute of Electrical and Electronic Engineers (IEEE) Open Systems Environment (OSE) reference model - as they apply to the implementation and specification of Information Management (IM) solution of the application platform, across the application program interface (API), and the external environment/software application. Ensures that the common operating environment is compliant. Evaluates analytically and systematically problems of work flows, organization and planning and develops appropriate corrective action. Provides daily supervision and direction to staff.

Minimum Certifications and Education: Master's degree

### **Project Control Specialist**

Minimum Experience: 3 years.

Functional Responsibility: Manages and directs a business operations organization supporting program/product areas. Responsible for managing a team of business finance, planning, and contracts professional staff ensuring contractual compliance, cost management, budget development and analyses, financial estimating, configuration management and proposal support. Responsible for coordinating subordinate employee recruitment, selection and training, performance assessment, work assignments, salary, and recognition/disciplinary actions.

Minimum Certifications and Education: Bachelor's degree

### **Project Manager**

Minimum Experience: 10 years.

Functional Responsibility: Serves as the project manager for a complex mid-size task and/or project. Interfaces with the Government Contracting Officer (KO), task order-level TMs, Government management personnel and customer agency representatives. Is responsible for the overall management of the project and insuring that the technical solutions and schedules are implemented in a timely manner.

Minimum Certifications and Education: Bachelor's degree

### **Senior Applications Programmer**

Minimum Experience: 4 years.

Functional Responsibility: Analyzes functional business applications and design specifications for functional activities. Develops block diagrams and logic flow charts. Translates detailed design into computer software. Tests, debugs and refines the computer software to produce the required product. Prepares required documentation, including both program-level and user-level documentation. Enhances software to reduce operating time or improve efficiency. Provides technical direction to programmers to ensure program deadlines are met.

Minimum Certifications and Education: Bachelor's degree

### **Senior Functional Analyst**

Minimum Experience: 5 years.

Functional Responsibility: Analyze user needs to determine functional and cross-functional requirements. Performs functional allocation to identify required tasks and their interrelationships. Identifies resources required for each task. Provides daily supervision and direction to support staff.

Minimum Certifications and Education: Bachelor's degree

### **Senior IT Analyst**

Minimum Experience: 9 years.

Functional Responsibility: Conducts analysis of transition planning, intelligence information requirements, and may develop architecture baselines. Assists with and leads development of integration, migration plans/schedules. May support ISR and C4ISR programs/clients. Provides research and assistance with implementation of community policies and guidance. Supports business process improvements or systems analysis for missions, systems, and fiscal requirements.

Minimum Certifications and Education: Bachelor's degree

### **Senior Network Engineer**

Minimum Experience: 8 Years.

Functional Responsibility: Under general direction, manages the purchase, installation, and support of network communications, including LAN/WAN systems. Responsible for evaluating current systems. Works on complex problems where analysis of situation requires in-depth evaluation of various factors. Plans large-scale systems projects through vendor comparison and cost studies. Provides work leadership and training to lower level network engineers. Requires expert knowledge of LAN/WAN systems, networks, and applications.

Minimum Certifications and Education: Bachelor's Degree

### **Senior System Engineer**

Minimum Experience: 8 years.

Functional Responsibility: Performs technical planning, system integration, verification and validation, cost and risk, and supportability and effectiveness analyses for total systems. Analyses are performed at all levels of total system product to include: concept, design, fabrication, test, installation, operation, maintenance and disposal. Ensures the logical and systematic conversion of customer or product requirements into total systems solutions that acknowledge technical, schedule, and cost constraints. Performs functional analysis, timeline analysis, detail trade studies, requirements allocation and interface definition studies to translate customer requirements into hardware and software specifications.

Minimum Certifications and Education: Bachelor's degree

## Senior Web/Portal Designer

Minimum Experience: 7 years.

Functional Responsibility: Under general direction, participates as high-level technical expert in design development, coding, testing, and debugging new software or significant enhancements to existing software. Works with technical staff to understand problems with software and develops specifications to resolve them. Resolves customer complaints and responds to suggestions for improvements and enhancements. Participates in the development of software user manuals. May act as team leader on less complex projects. Assists in training less experienced software development staff.

Minimum Certifications and Education: Bachelor's Degree

## Senior Windows Systems Administrator

Minimum Experience: 8 years.

Functional Responsibility: Under general direction, responsible for activities related to system administration. Assigns personnel to various projects, directs their activities, and evaluates their work. Ensures long-term requirements of systems operations and administration are included in the overall information systems planning of the organization. Responsible for the installation, maintenance, configuration, and integrity of computer software. Implements operating system enhancements that will improve the reliability and performance of the system.

Minimum Certifications and Education: Bachelor's degree

## Software Architect

Minimum Experience: 5 years

Functional Responsibility: Works independently designing and developing new software products or major enhancements to existing software. May lead a large development team in the design of highly complex software systems. Acts as highest-level technical expert, addressing problems of systems integration, compatibility, and multiple platforms. Responsible for project completion. Performs feasibility analysis on potential future projects to management.

Minimum Certifications and Education: Bachelor's Degree OR equivalent experience and training.

## Software Developer - Senior

Minimum Experience: 5 years

Functional Responsibility: Under general direction, participates as high-level technical expert in design development, coding, testing, and debugging new software or significant enhancements to existing software. Works with technical staff to understand problems with software and develops specifications to resolve them. Resolves customer complaints and responds to suggestions for improvements and enhancements. Participates in the development of software user manuals. May act as team leader on less complex projects. Assists in training less experienced software development staff. Requires five years experience in the field.

Minimum Certifications and Education: Associate's Degree OR equivalent experience and training.

### **SSRS Developer (Database Developer)**

Minimum Experience: 7 years.

Functional Responsibility: Responsible for product support and maintenance of the data warehouse and/or database reporting system. Performs database and report design and construction. Codes and documents scripts and stored procedures. Designs/implements data strategy methods. Develops appropriate programs and systems documentation. Assists with Metadata repository management. Prepares/implements data verification and testing methods for the data warehouse. Creates index and view scripts.

Minimum Certifications and Education: Bachelor's degree

### **Subject Matter Expert (Intermediate)**

Minimum Experience: 10 years.

Functional Responsibility: With minimal direction, provides expert support, analysis and research into exceptionally complex problems, and processes relating to the subject matter. Serves as technical expert on executive-level project teams providing technical direction, interpretation and alternatives. Thinks independently and demonstrates exceptional written and oral communications skills. Applies extensive technical expertise, and has full knowledge of other related disciplines. Guides the successful completion of major programs and may function in a project leadership role. Develops technical solutions to complex problems that require the regular use of ingenuity and creativity. Work is performed without appreciable direction. Exercises considerable latitude in determining technical objectives of assignment. Expertise is in a particular area of Information Technology (e.g., Information Systems Architecture, Telecommunications Systems Design, Architecture, Implementation, Information Systems Integration, Software Development Methodologies, Security Engineering, Communications and Network Systems Management), or a specific functional area (e.g., finance, logistics, and operations research).

Minimum Certifications and Education: Bachelor's degree

### **Systems Administrator - Intermediate**

Minimum Experience: 3 years

Functional Responsibility: Under general supervision, responsible for installing, configuring, and maintaining operating system workstations and servers, including web servers, in support of business processing requirements. Performs software installations and upgrades to operating systems and layered software packages. Schedules installations and upgrades and maintains them in accordance with established IT policies and procedures. Monitors and tunes the system to achieve optimum performance levels. Ensures workstation/server data integrity by evaluating, implementing, and managing appropriate software and hardware solutions. Ensures data/media recoverability by implementing a schedule of system backups and database archive operations. Supports media management through internal methods and procedures or through offsite storage and retrieval services. Develops and promotes standard operating procedures. Conducts routine hardware and software audits of workstations and servers to ensure compliance with established standards, policies, and configuration guidelines. Develops and maintains a comprehensive operating system hardware and software configuration database/library of all supporting documentation.

Minimum Certifications and Education: Associate's Degree OR equivalent experience and training.

## **Systems Administrator - Senior**

Minimum Experience: 5 years

Functional Responsibility: Under general direction, responsible for activities related to system administration. Assigns personnel to various projects, directs their activities, and evaluates their work. Ensures long-term requirements of systems operations and administration are included in the overall information systems planning of the organization. Responsible for the installation, maintenance, configuration, and integrity of computer software. Implements operating system enhancements that will improve the reliability and performance of the system.

Minimum Certifications and Education: Associate's Degree OR equivalent experience and training.

## **Systems Engineer**

Minimum Experience: 3 years

Functional Responsibility: Performs a variety of systems engineering tasks and activities that are broad in nature and are concerned with major systems design, integration, and implementation, including personnel, hardware, software, budgetary, and support facilities and/or equipment. Provides quality assurance review and the evaluation of new and existing software products.

Minimum Certifications and Education: Bachelor's Degree OR equivalent experience and training.

## **UNIX Systems Administrator**

Minimum Experience: 2 years

Functional Responsibility: Responsible for the installation, configuration, and maintenance of UNIX operating systems. Recognizes and troubleshoots problems with server hardware and applications software. Establishes and documents standards and procedures for management review. Requires extensive knowledge of computer operations and familiarity with shell and kernel programming.

Minimum Certifications and Education: Associate's Degree OR equivalent experience and training.

## **Web Designer**

Minimum Experience: 2 years

Functional Responsibility: Under direct supervision, designs and builds web pages using a variety of graphics software applications, techniques, and tools. Designs and develops user interface features, site animation, and special effects elements. Contributes to the design group's efforts to enhance the appeal of the organization's online offerings. Designs the website to support the organization's strategies and goals relative to external communications. Typically requires one to three years of experience in the area of web design. Requires knowledge of web-based technologies including browsers ASP pages, HTML code, object-oriented technology, and graphics software.

Minimum Certifications and Education: Associate's Degree OR equivalent experience and training.

## **Web Developer III**

Minimum Experience: 5 years.

Functional Responsibility: Designs and develops web sites based on the customer's Internet strategies and objectives. Proposes web site strategies and creates action plans and applications to carry out strategies and accomplish objectives. Customizes web-based interactive features, builds database gateways, and implements electronic commerce services.

Minimum Certifications and Education: Bachelor's degree

### **Web Project Manager**

Minimum Experience: 4 years

Functional Responsibility: Serves as project manager of a development team responsible for planning, developing, and deploying websites including preparation of text, graphics, audio, and video for web pages. Works directly with partners and clients to determine project scope and specifications. Coordinates the work of design and development teams to implement online designs. Reviews progress, manages resources, and ensures overall quality of completed website. Typically requires experience in management and understanding of web technologies.

Minimum Certifications and Education: Associate's Degree OR equivalent experience and training.

b. Pricing for all IT Professional Services shall be in accordance with the Contractor's customary commercial practices; e.g., hourly rates, monthly rates, term rates, and/or fixed prices, minimum general experience and minimum education.

### **Labor Category Rates**

SIN	Job Title	Minimum Education	Minimum Years of Experience	Year 1	Year 2	Year 3	Year 4	Year 5
132-51	Application Technical Production Support	Bachelor's	5	74.81	74.81	76.46	78.14	79.86
132-51	Applications Programmer	Bachelor's	2	99.94	99.94	102.14	104.39	106.68
132-51	Applications Systems Analyst/Programmer - Senior	Bachelor's	4	81.29	83.08	84.91	86.77	88.68
132-51	Business Analyst	Bachelor's	7	121.69	121.69	124.37	127.10	129.90

132-51	Business Process Consultant	Bachelor's	4	91.59	93.60	95.66	97.77	99.92
132-51	Business Systems Analyst - Senior	Bachelor's	5	109.78	112.20	114.66	117.19	119.76
132-51	Business Systems Specialist	Associate's	5	101.93	104.17	106.46	108.81	111.20
132-51	Computer Security Systems Specialist (Intermediate)	Bachelor's	3	99.87	99.87	102.07	104.31	106.61
132-51	Content Manager	Bachelor's	5	110.84	110.84	113.28	115.77	118.32
132-51	Database Administrator	Associate's	3	78.43	80.16	81.92	83.72	85.56
132-51	Database Management Specialist	Bachelor's	8	97.25	97.25	99.39	101.58	103.81
132-51	Desktop Support Specialist**	H.S. Diploma	1	36.31	36.31	37.11	37.93	38.76
132-51	Documentation Specialist – Intermediate**	Associate's	2	48.45	49.52	50.61	51.72	52.86
132-51	Hardware Technician**	H.S. Diploma	1	62.79	62.79	64.17	65.58	67.03
132-51	Information Assurance (IA) Analyst	Bachelor's	2	84.79	84.79	86.66	88.56	90.51
132-51	Information Assurance Manager	Bachelor's	5	139.24	142.30	145.43	148.63	151.90
132-51	IT Security Specialist Senior	Associate's	3	71.97	71.97	73.55	75.17	76.83

132-51	IT Senior Consultant	Bachelor's	8	95.37	95.37	97.47	99.61	101.80
132-51	IT Subject Matter Specialist	Bachelor's	5	120.97	123.63	126.35	129.13	131.97
132-51	Intermediate Information Assurance (IA) Analyst	Bachelor's	5	100.31	100.31	102.52	104.77	107.08
132-51	Jr. Web Designer – Webmaster	Bachelor's	1	48.72	48.72	49.79	50.89	52.01
132-51	Manager/Operations Manager	Bachelor's	5	110.56	110.56	112.99	115.48	118.02
132-51	.NET Developer	Bachelor's	7	105.73	105.73	108.06	110.43	112.86
132-51	NOC IT Security Specialist	Associate's	1	49.65	49.65	50.74	51.86	53.00
132-51	Principal Systems Architect	Master's	8	164.08	164.08	167.69	171.38	175.15
132-51	Project Control Specialist	Bachelor's	3	60.55	60.55	61.88	63.24	64.63
132-51	Project Manager	Bachelor's	10	98.27	98.27	100.43	102.64	104.90
132-51	Senior Applications Programmer	Bachelor's	4	102.64	102.64	104.90	107.21	109.56
132-51	Senior Functional Analyst	Bachelor's	5	92.51	92.51	94.55	96.63	98.75
132-51	Senior IT Analyst	Bachelor's	9	102.24	102.24	104.49	106.79	109.14
132-51	Senior Network Engineer	Bachelor's	8	93.83	93.83	95.89	98.00	100.16
132-51	Senior System Engineer	Bachelor's	8	98.39	98.39	100.55	102.77	105.03

132-51	Senior Web/Portal Designer	Bachelor's	7	95.95	95.95	98.06	100.22	102.42
132-51	Senior Windows Systems Administrator	Bachelor's	8	102.74	102.74	105.00	107.31	109.67
132-51	Software Architect	Bachelor's	5	101.46	103.69	105.97	108.30	110.69
132-51	Software Developer - Senior	Associate's	5	89.27	91.23	93.24	95.29	97.39
132-51	SSRS Developer (Database Developer)	Bachelor's	7	88.93	88.93	90.89	92.89	94.93
132-51	Subject Matter Expert (Intermediate)	Bachelor's	10	96.1	96.1	98.21	100.37	102.58
132-51	Systems Administrator – Intermediate	Associate's	3	62.57	63.95	65.35	66.79	68.26
132-51	Systems Engineer	Bachelor's	3	71.24	72.81	74.41	76.05	77.72
132-51	UNIX Systems Administrator	Associate's	2	82.35	84.16	86.01	87.91	89.84
132-51	Web Developer III	Bachelor's	5	79.74	79.74	81.49	83.29	85.12
132-51	Web Designer	Associate's	2	75.3	76.96	78.65	80.38	82.15
132-51	Web Project Manager	Associate's	4	85.6	87.48	89.41	91.37	93.39

(\*\*) Document Specialist-Intermediate. Service Contract Act applies.

**Documentation Specialist** – Intermediate - SCA Title-Classification: 01070 – Document Preparation Clerk

**Desktop Support Specialist** - SCA Title-Classification: 14160 – Personal Computer Support Technician