

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

**SIN 132-51 – INFORMATION TECHNOLOGY (IT) PROFESSIONAL SERVICES**

|                |   |
|----------------|---|
| FPDS Code D301 | IT Facility Operation and Maintenance                                 |
| FPDS Code D302 | IT Systems Development Services                                       |
| FPDS Code D306 | IT Systems Analysis Services  |
| FPDS Code D307 | Automated Information Systems Design and Integration Services         |
| FPDS Code D308 | Programming Services  |
| FPDS Code D308 | Millennium Conversion Services (Y2K)                                  |
| FPDS Code D310 | IT Backup and Security Services                                       |
| FPDS Code D311 | IT Data Conversion Services   |
| FPDS Code D313 | Computer Aided Design/Computer Aided Manufacturing (CAD/CAM) Services |
| FPDS Code D316 | IT Network Management Services  |
| FPDS Code D317 | Automated News Services, Data Services, or Other Information Services |
| FPDS Code D399 | Other Information Technology Services, Not Elsewhere Classified       |

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.

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Contract Number: GS-35F-5188H  
Period Covered by Contract: June 9, 2003 through June 8, 2008

**GENERAL SERVICES ADMINISTRATION  
FEDERAL SUPPLY SERVICE**

Pricelist current through Modification # PO0009, dated May 18, 2005.

Products and ordering information in this Authorized FSS Information Technology Schedule Pricelist are also available on the GSA Advantage! Systems. Agencies can browse GSA Advantage! by accessing the Federal Supply Service's Home Page via the Internet at <http://www.fss.gsa.gov/>

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Attachments (Labor Category Description & Rates)

**INFORMATION FOR ORDERING OFFICES  
APPLICABLE TO ALL SPECIAL ITEM NUMBERS**

**SPECIAL NOTICE TO AGENCIES: Small Business Participation**

SBA strongly supports the participation of small business concerns in the Federal Supply Schedules Program. To enhance Small Business Participation SBA policy allows agencies to include in their procurement base and goals, the dollar value of orders expected to be placed against the Federal Supply Schedules, and to report accomplishments against these goals.

For Orders exceeding the micropurchase threshold, FAR 8.404 requires agencies to consider the catalogs/pricelists of at least three schedule contractors or consider reasonably available information by using the GSA Advantage!™ on-line shopping service ([www.fss.gsa.gov](http://www.fss.gsa.gov)). The catalogs/pricelists, GSA Advantage!™ and the Federal Supply Service Home page ([www.fss.gsa.gov](http://www.fss.gsa.gov)) contain information on a broad array of products and services offered by small business concerns.

This information should be used as a tool to assist ordering activities in meeting or exceeding established small business goals. It should also be used as a tool to assist in including small, small disadvantaged, and women-owned small businesses among those considered when selecting pricelists for a best value determination.

For orders exceeding the micropurchase threshold, customers are to give preference to small business concerns when two or more items at the same delivered price will satisfy their requirement

**1. GEOGRAPHIC SCOPE OF CONTRACT:**

The geographic scope of this contract is the 48 continuous states, the District of Columbia, Alaska, Hawaii, and the Commonwealth of Puerto Rico.

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

**Ordering Address:**

*For EDI Orders*  
**AnviCom, Inc.**  
e-mail: [marc.long@anvi.com](mailto:marc.long@anvi.com)

*For Mailed Orders*  
**AnviCom, Inc.**  
ATTN: Mr. Marc Long  
1934 Old Gallows Road, Suite 200  
Vienna, VA 22182

*For Facsimile Orders*  
**AnviCom, Inc.**  
ATTN: Marc Long  
Facsimile: (703) 876-6709

**Payment Address:**

**AnviCom, Inc.**  
1934 Old Gallows Road, Suite 200  
Vienna, VA 22182

**Wire Transfer:**

Bank account information for wire transfer payments will be shown on the invoice.

Contractors are required to accept the Government purchase card for payments equal to or less than the micro- purchase threshold or oral or written delivery orders. Government purchase cards will not be acceptable for payment above the micropurchase 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:

**703.970.7300**

**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 Federal Schedule  
Block 16: Data Universal Numbering System (DUNS) Number: 19-655-1444  
Block 30: Type of Contractor — A. Small and Disadvantaged  
Block 31: Woman-Owned Small Business - No  
Block 36: Contractor's Taxpayer Identification Number (TIN): 52-1827848

4a CAGE Code: 0v282

**5. FOB DESTINATION**

**6. DELIVERY SCHEDULE**

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

| SPECIAL ITEM NUMBER | DELIVERY TIME (Days ARO) |
|---------------------|--------------------------|
| 132-51              | 30 Days                  |

b. URGENT REQUIREMENTS: When the Federal Supply Schedule 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.  
Net 30 days
- b. Quantity: None
- c. Dollar Volume: None

- d. Government Educational Institutions: None
- e. Other: None

**8. TRADE AGREEMENTS ACT OF 1979, AS AMENDED:**

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

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

**10. SMALL REQUIREMENTS:** The minimum dollar value of orders to be issued is \$100.00

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

The maximum dollar value per order for all IT Professional services will be \$500,000.

**12. USE OF FEDERAL SUPPLY SERVICE INFORMATION TECHNOLOGY SCHEDULE CONTRACTS.** In accordance with FAR 8.404:

**[NOTE: Special ordering procedures have been established for Special Item Numbers (SINs) 132-51 IT Professional Services and 132-52 EC Services; refer to the terms and conditions for those SINs.]**

Orders placed pursuant to a Multiple Award Schedule (MAS), using the procedures in FAR 8.404, are considered to be issued pursuant to fall and open competition. Therefore, when placing orders under Federal Supply Schedules, ordering offices need not seek further competition, synopsise the requirement, make a separate determination of fair and reasonable pricing, or consider small business set-asides in accordance with subpart 19.5. GSA has already determined the prices of item under schedule contracts to be fair and reasonable. By placing an order against a schedule using the procedures outlined below, the ordering office has concluded that the order represents the best value and results in the lowest overall cost alternative (considering price, special features, administrative costs, etc.) to meet the Government's needs.

**a. Orders placed at or below the micropurchase threshold.** Ordering offices can place orders at or below the micro-purchase threshold with any Federal Supply Schedule Contractor.

**b. Orders exceeding the micropurchase threshold but not exceeding the maximum order threshold.** Orders should be placed with the Schedule Contractor that can provide the supply or service that represents the best value. Before placing an order, ordering offices should consider reasonably available information about the supply or service offered under MAS contracts by using the "GSA Advantage!" on-line shopping service, or by reviewing the catalogs/pricelists of at least three Schedule Contractors and selecting the delivery and other options available under the schedule that meets the agency's needs. In selecting the supply or service representing the best value, the ordering office may consider--

- (1) Special features of the supply or service that are required in effective program performance and that are not provided by a comparable supply or service;
- (2) Trade-in considerations;
- (3) Probable life of the item selected as compared with that of a comparable item;
- (4) Warranty considerations;
- (5) Maintenance availability,

- (6) Past performance; and
- (7) Environmental and energy efficiency considerations

**c. Orders exceeding the maximum order threshold.** Each schedule contract has an established maximum order threshold. This threshold represents the Point where it is advantageous for the ordering office to seek a price reduction. In addition to following the procedures in paragraph b, above, and before placing an order that exceeds the maximum order threshold, ordering offices shall--

- (1) Review additional Schedule Contractors! catalogs/pricelists or use the "GSA Advantage!" on-line shopping service;
- (2) Based upon the initial evaluation, generally seek price reductions from the Schedule Contractor(s) appearing to provide the best value (considering price and other factors); and
- (3) After Price reductions have been sought, place the order with the Schedule Contractor that provides the best value and results in the lowest overall cost alternative. If further price reductions are not offered, an order may still be placed, if the ordering office determines that it is appropriate.

**NOTE:** For orders exceeding the maximum order threshold, the Contractor may:

- (1) Offer a new lower price for this requirement (the Price Reductions clause is not applicable to orders placed over the maximum order in FAR 52.216-19 Order Limitations);
- (2) Offer the lowest price available under the contract; or
- (3) Decline the order (orders must be returned in accordance with FAR 52.216-19).

**d. Blanket purchase agreements (BPAs).** The establishment of Federal Supply Schedule BPAs is permitted when following the ordering procedures in FAR 8.404. All schedule contracts contain BPA provisions. Ordering offices may use BPAs to establish accounts with Contractors to fill recurring requirements. BPAs should address the frequency of ordering and invoicing, discounts, and delivery locations and times.

**e. Price reductions.** In addition to the circumstances outlined in paragraph c, above, there may be instances when ordering offices will find it advantageous to request a price reduction. For example, when the ordering office finds a schedule supply or service elsewhere at a lower price or when a BPA is being established to fill recurring requirements, requesting a price reduction could be advantageous. The potential volume of orders under these agreements, regardless of the size of the individual order, may offer the ordering office the opportunity to secure greater discounts. Schedule Contractors are not required to pass on to all schedule users a price reduction extended only to an individual agency for a specific order.

**f. Small Business.** For orders exceeding the micro-purchase threshold, ordering offices should give preference to the items of small business concerns when two or more items at the same delivered price will satisfy the requirement.

**g. Documentation.** Orders should be documented, at a minimum, by identifying the Contractor the item was purchased from, the item purchased, and the amount paid. If an agency requirement in excess of the micro-purchase threshold is defined so as to require a particular brand name, product, or feature of a product peculiar to one manufacturer, thereby precluding consideration of a product manufactured by

another company, the ordering office shall include an explanation in the file as to why the particular brand name, product, or feature is essential to satisfy the agency's needs.

### **13. FEDERAL INFORMATION TECHNOLOGY/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 FEDERAL INFORMATION PROCESSING STANDARDS PUBLICATIONS (FIPS-PUBS)**

Information Technology products under this Schedule that do not conform to Federal Information Processing Standards (FIPS) should not be acquired unless a waiver has been granted in accordance with the applicable "FIPS Publication. " Federal information Processing Standards Publications (FIPS PUBS) are issued by the U.S. Department of Commerce, National Institute of Standards and Technology (NIST), pursuant to National Security Act. Information concerning their availability and applicability should be obtained from the National Technical Information Service (NTIS), 5285 Port Royal Road, Springfield, Virginia 22161. FIPS PUBS include voluntary standards when these are adopted for- Federal use. Individual orders for FIPS PUBS should be referred to the NTIS Sales Office, and orders for subscription service should be referred to the NTIS Subscription Officer, both at the above address, or telephone number (703) 467-4650.

#### **13.2 FEDERAL TELECOMMUNICATION STANDARDS (FED-STDS)**

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

### **14. SECURITY REQUIREMENTS**

In the event security requirements are necessary, the ordering activities may incorporate, in their delivery orders, a security clause in accordance with current laws, regulations, and individual agency policy; however, the burden of administering security requirements shall be with the ordering agency. If any costs are incurred as a result of the inclusion of security requirements, such costs will not exceed ten percent (10%) or \$100,000, of the total dollar value of the order, whichever is less.

### **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 (l) 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; and
- (3) Product categories.

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

#### **17. PURCHASE OF INCIDENTAL, NON-SCHEDULE ITEMS**

For administrative convenience, open market (non-contract) items may be added to a Federal Supply Schedule Blanket Purchase Agreement (BPA) or an individual order, provided that the items are clearly labeled as such on the order, all applicable regulations have been followed, and price reasonableness has been determined by the ordering activity for the open market (non-contract) items.

#### **18. CONTRACTOR COMMITMENTS, WARRANTIES AND REPRESENTATIONS**

a. For the purpose of this contract, commitments, warranties and representations include, in addition to those agreed to for the entire schedule contract:

- (1) Time of delivery/installation quotations for individual orders.
- (2) Technical representations and/or warranties of products concerning performance, total system performance and/or configuration, physical, design and/or functional characteristics and capabilities of a product/equipment/ service/software package submitted in response to requirements which result in orders under this schedule contract.
- (3) Any representations and/or warranties concerning the products made in any literature, description, drawings and/or specifications furnished by the Contractor.

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

#### **19. OVERSEAS ACTIVITIES**

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

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

#### **20. BLANKET PURCHASE AGREEMENTS (BPAs)**

Federal Acquisition Regulation (FAR) 13.201(a) defines Blanket Purchase Agreements (BPAs) as "...a simplified method of filling anticipated repetitive needs for supplies or services by establishing 'charge accounts' with qualified sources of supply." The use of Blanket Purchase Agreements under the Federal

Supply Schedule Program is authorized in accordance with FAR 13.202(c)(3), which reads, in part, as follows:

"BPAs may be established with Federal Supply Schedule Contractors, if not inconsistent with the terms of the applicable schedule contract."

Federal Supply Schedule contracts contain BPA provisions to enable schedule users to maximize their administrative and purchasing savings. This feature permits schedule users to set up "accounts" with Schedule Contractors to fill recurring requirements. These accounts establish a period for the BPA and generally address issues such as the frequency of ordering and invoicing, authorized callers, discounts, delivery locations and times. Agencies may qualify for the best quantity/volume discounts available under the contract, based on the Potential volume of business that may be generated through such an agreement, regardless of the size of the individual orders. In addition, agencies may be able to secure a discount higher than that available in the contract based on the aggregate volume of business possible under a BPA. Finally, Contractors may be open to a progressive type of discounting where the discount would increase once the sales accumulated under the BPA reach certain prescribed levels. Use of a BPA may be particularly useful with the new Maximum Order feature. See the Suggested Format, contained in this. Schedule Pricelist, for customers to consider when using this purchasing tool.

## **21. CONTRACTOR TEAM ARRANGEMENTS**

Contractors participating in contractor team arrangements must abide 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, DEINSTALLATION, REINSTALLATION**

The Davis-Bacon Act (40 U.S.C. 276a-276a-7) provides that contracts in excess of \$2,000 to which the United States or 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 received less than the prevailing wage rates as determined by the Secretary of Labor. The requirements of the Davis-Bacon Act do not apply if the construction work is incidental to the furnishing of supplies, equipment, or services. For example, the requirements do not apply to simple installation or alteration of a public building or public work that is incidental to furnishing supplies or equipment under a supply contract. However, if the construction, alteration or repair is segregable and exceeds \$2,000, then the requirements of the Davis-Bacon Act applies.

The 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**

If applicable, Section 508 compliance information on the supplies and services in this contract are available in Electronic and Information Technology (EIT) at the following: [www.Section508.gov](http://www.Section508.gov)

## **24. ECONOMIC PRICE ADJUSTMENT-FSS MULTIPLE AWARD SCHEDULE CONTRACTS**

A. The following Economic Price Adjustment is for products and/or services that were awarded based on a Commercial Catalog Price. (GSAR 552.216-70) (SEP 1999) (ALTERNATE I-SEP 1999)

Price adjustments include price increases and price decreases. Adjustments will be considered as follows:

- (a) Contractors shall submit price decreases anytime during the contract period in which they occur. Price decreases will be handled in accordance with the provisions of the Price Reduction Clause.
- (b) Contractors may request price increases to be effective on or after the first 12 months of the contract period providing all of the following conditions are met.
  - (1) Increases resulting from a reissue or other modification of the Contractor's commercial catalog/pricelist that was used as the basis for the contract award.
  - (2) No more than three increases will be considered during each succeeding 12-month period of the contract. (For succeeding contract periods of less than 12 months, up to three increases will be considered subject to the other conditions of this subparagraph (b)).
  - (3) Increases are requested before the last 60 days of the contract period.
  - (4) At least 30 days elapse between requested increases.
- (c) In any contract period during which price increases will be considered, the aggregate of the increases during any 12-month period shall not exceed ten percent (10%) of the contract unit price in effect at the end of the preceding 12-month period. The Government reserves the right to raise the ceiling when market conditions during the contract period support such a change.
- (d) The following material shall be submitted with the request for a price increase:
  - (1) A copy of the commercial catalog/pricelist showing the price increase and the effective date for commercial customers.
  - (2) Commercial Sales Practice format regarding the Contractor's commercial pricing practice relating to the reissued or modified catalog/pricelist, or a certification that no change has occurred in the data since completion of the initial negotiation or a subsequent submission.
  - (3) Documentation supporting the reasonableness of the price increase.
- (e) The Government reserves the right to exercise one of the following options:
  - (1) Accept the Contractor's price increases as requested when all conditions of (b), (c), and (d) of this clause are satisfied;

(2) Negotiate more favorable discounts from the new commercial prices when the total increase requested is not supported; or,

(3) Remove the product(s) from contract involved pursuant to the Cancellation Clause of this contract, when the increase requested is not supported.

(f) The contract modification reflecting the price adjustment shall be signed by the Government and made effective upon receipt of notification from the Contractor that the new catalog/pricelist has been mailed to the addressees previously furnished by the Contracting Officer, provided that in no event shall such price adjustment be effective prior to the effective date of the commercial price increases. The increased price shall apply to delivery orders issued to the Contractor on or after the effective date of the contract modification.

**B. The following Economic Price Adjustment is for products and/or services that were awarded NOT based on a Commercial Catalog Price. (I-FSS-969) (JAN 2002)**

Price adjustments include price increases and price decreases. Adjustments will be considered as follows:

(a) Contractors shall submit price decreases anytime during the contract period in which they occur. Price decreases will be handled in accordance with the provisions of the Price Reduction Clause.

(b) There are two types of economic price adjustments (EPAs) possible under the Multiple Award Schedules (MAS) program for contracts not based on commercial catalogs or price lists as described below. Price adjustments may be effective on or after the first 12 months of the contract period on the following basis:

**(1) Adjustments based on escalation rates negotiated prior to contract award.**

Normally, when escalation rates are negotiated, they result in a fixed price for the term of the contract. No separate contract modification will be provided when increases are based on negotiated escalation rates. Price increases will be effective on the 12-month anniversary date of the contract effective date, subject to paragraph (f), below.

**(2) Adjustments based on an agreed-upon market indicator prior to award.** The market indicator, as used in this clause, means the originally released public index, public survey or other public, based market indicator. The market indicator shall be the originally released index, survey or market indicator, not seasonally adjusted, published by the [to be negotiated], and made available at [to be identified]. Any price adjustment shall be based on the percentage change in the designated (i.e. indicator identification and date) market indicator from the initial award to the latest available as of the anniversary date of the contract effective date, subject to paragraph (e), below. If the market indicator is discontinued or deemed no longer available or reliable by the Government, the Government and the Contractor will mutually agree to a substitute. The contract modification reflecting the price adjustment will be effective upon approval by the Contracting Officer, subject to paragraph (g), below. The adjusted prices shall apply to orders issued to the Contractor on or after the effective date of the contract modification.

(c) Notwithstanding the two economic price adjustments discussed above, the Government recognizes the potential impact of unforeseeable major changes in market conditions. For those cases where such changes do occur, the contracting officer will review requests to make adjustments, subject to the Government's examination of industry-wide market conditions and the conditions in paragraph (d) and (e), below. If adjustments are accepted, the contract will be modified accordingly. The determination of whether or not extra-ordinary circumstances exist rests with the contracting officer. The determination of an appropriate mechanism of adjustment will be subject to negotiations.

(d) Conditions of Price change requests under paragraphs b(2) and c above.:

(1) No more than three increases will be considered during each succeeding 12-month period of the contract. (For succeeding contract periods of less than 12 months, up to three increases will be considered subject to the other conditions of subparagraph (b)).

**TERMS AND CONDITIONS APPLICABLE TO INFORMATION TECHNOLOGY (IT)  
PROFESSIONAL SERVICES (SPECIAL ITEM NUMBER 132-51) AND  
ELECTRONIC COMMERCE (EC) SERVICES (SPECIAL ITEM NUMBER 132-52)**

**1. SCOPE**

- a. The prices, terms and conditions stated under Special Item Number 132-51 Information Technology Professional Services apply exclusively to IT Services within the scope of this Information Technology 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. When using a performance based statement of work, performance incentives may be agreed upon between the Contractor and the ordering office on individual fixed price orders or Blanket Purchase Agreements, for fixed price tasks, under this contract in accordance with this clause.
- b. The ordering office must establish a maximum performance incentive price for these services and/or total solutions on individual orders or Blanket Purchase Agreement.
- c. To the maximum extent possible, ordering offices shall consider establishing incentives where performance is critical to the agency's mission and incentives are likely to motivate the contractor. Incentives shall be based on objectively measurable tasks.
- d. The above procedures do not apply to Time and Materials or labor hours.

**3. ORDERING PROCEDURES FOR SERVICES (REQUIRING A STATEMENT OF WORK)**

FAR 8.402 contemplates that GSA may occasionally find it necessary to establish special ordering procedures for individual Federal Supply Schedules or for some Special Item Numbers (SINs) within a Schedule. GSA has established special ordering procedures for services that require a Statement of Work. These special ordering procedures take precedence over the procedures in FAR 8.404 (b)(2) through (b)(3).

GSA has determined that the price for services contained in the contractors' pricelist applicable to this Schedule are fair and reasonable. However, the ordering office using this contract is responsible for considering the level of effort and mix of labor proposed to perform a specific task being ordered and for making a determination that the total firm-fixed price or ceiling price is fair and reasonable.

- a. When ordering services, ordering offices shall -
  - (1) Prepare a Request (Request for Quote or other communication tool):
    - (i) A statement of work (a performance-based statement of work is preferred) that outlines, at a minimum, the work to be performed, location of work, period of performance, deliverable schedule, applicable standards, acceptance criteria, and any special requirements (i.e., security clearances, travel, special knowledge, etc.) should be prepared.
    - (ii) The request should include the statement of work and request the contractors submit either a firm-fixed price or a ceiling price to provide the services outlined in the statement of work. A firm-fixed price order shall be requested, unless the ordering office makes a determination that it is not possible at the time of placing the order to estimate accurately the extent or duration of the work or to anticipate cost with any reasonable

degree of confidence. When such a determination is made, a labor hour or time-and-materials proposal may be requested. The firm-fixed price shall be based on the rates in the schedule contract and shall consider the mix of labor categories and level of effort required to perform the services described in the statement of work. The firm-fixed price of the order should also include any travel costs or other incidental costs related to performance of the services ordered, unless the order provides for reimbursement of travel costs at the rates provided in the Federal Travel or Joint Travel Regulations. A ceiling price must be established for labor hour and time and material orders.

(iii) The request may ask the contractors, if necessary or appropriate, to submit a project plan for performing the task, and information on the contractor's experience and/or past performance performing similar tasks.

(iv) The request shall notify the contractors what basis will be used for selecting the contractor to receive the order. The notice shall include the basis for determining whether the contractors are technically qualified and provide an explanation regarding the intended use of any experience and/or past performance information in determining technical qualification of responses. If consideration will be limited to schedule contractors who are small business concerns as permitted by paragraph (2)(i) below, the request shall notify the contractors that will be the case.

(2) Transmit the Request to Contractors

(i) Based upon an initial evaluation of catalogs and price lists, the ordering office should identify the contractors that appear to offer the best value (considering the scope of services offered, pricing and other factors such as contractors' locations, as appropriate). When buying IT professional services under SIN 132-51 ONLY, the ordering office, at its discretion, may limit consideration to those schedule contractors that are small business concerns. This limitation is not applicable when buying supplies and/or services under other SINs as well as SIN 132-51. The limitation may only be used when at least three (3) small businesses that appear to offer services that will meet the agency's needs are available, if the order is estimated to exceed the micro-purchase threshold.

(ii) The request should be provided to three (3) contractors if the proposed order is estimated to exceed the micro-purchase threshold, but not to exceed the maximum order threshold. For proposed orders exceeding the maximum order threshold, the request should be provided to additional contractors that offer services that will meet the agency's needs. Ordering offices should strive to minimize the contractors' costs associated with responding to requests for quotes for specific orders. Requests should be tailored to the minimum level necessary for adequate evaluation and selection for order placement. Oral presentations should be considered, when possible.

(3) Evaluate Response and Select the Contractor to Receive the Order:

After responses have been evaluated against the factors identified in the request, the order should be placed with the schedule contractor that represents the best value. (See FAR 8.404)

b. The establishment of Federal Supply Schedule Blanket Purchase Agreements (BPAs) for recurring services is permitted when the procedures outlined herein are followed. All BPAs for services must define the services that may be ordered under the BPA, along with delivery or performance time frames, billing procedures, etc. The potential volume of orders under BPAs, regardless of the size of individual orders, may offer the ordering office the opportunity to secure volume discounts. When establishing BPAs ordering offices shall -

- (1) Inform contractors in the request (based on the agency's requirement) if a single BPA or multiple BPAs will be established, and indicate the basis that will be used for selecting the contractors to be awarded the BPAs.
  - (i) **SINGLE BPA:** Generally, a single BPA should be established when the ordering office can define the tasks to be ordered under the BPA and establish a firm-fixed price or ceiling price for individual tasks or services to be ordered. When this occurs, authorized users may place the order directly under the established BPA when the need for service arises. The schedule contractor that represents the best value should be awarded the BPA. (See FAR 8.404)
  - (ii) **MULTIPLE BPAs:** When the ordering office determines multiple BPAs are needed to meet its requirements, the ordering office should determine which contractors can meet any technical qualifications before establishing the BPAs. When multiple BPAs are established, the authorized users must follow the procedure in (a)(2)(ii) above, and then place the order with the Schedule contractor that represents the best value.
- (2) Review BPAs Periodically. Such reviews shall be conducted at least annually. The purpose of the review is to determine whether the BPA still represents the best value. (See FAR 8.404)

c. The ordering office should give preference to small business concerns when two or more contractors can provide the services at the same firm-fixed price or ceiling price.

d. When the ordering office's requirement involves both products as well as executive, administrative and/or professional services, the ordering office should total the prices for the products and the firm-fixed price for the services and select the contractor that represents the best value. (See FAR 8.404)

The ordering office, at a minimum, should document orders by identifying the contractor the services were purchased, the services purchased, and the amount paid. If other than a firm-fixed price order is placed, such documentation should include the basis for the determination to use a labor-hour or time-and-materials order. For agency requirements in excess of the micro-purchase threshold, the order file should document the evaluation of Schedule contractors' quotes that formed the basis for the selection of the contractor that received the order and the rationale for any trade-offs made in making the selection.

Ordering Procedures for other services available on schedule at fixed prices for specifically defined services or tasks should use the procedures in FAR 8.404. These procedures are listed in the pricelist, under "Information for Ordering Offices," paragraph #12.

#### **4. 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 Agreement 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 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.

## **5. PERFORMANCE OF SERVICES**

- a. The Contractor shall commence performance of services on the date agreed to by the Contractor and the ordering office.
- b. The Contractor agrees to render services only during normal working hours, unless otherwise agreed to by the Contractor and the ordering office.
- c. The Agency should include the criteria for satisfactory completion of 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/EC 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 them rates will apply to all Contractor travel. Contractors cannot use GSA city pair contracts.

## **6. INSPECTION OF SERVICES**

The Inspection of Services-Fixed Price (AUG 1996) 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) 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 Rights in Data-General, may apply.

## **8. RESPONSIBILITIES OF THE GOVERNMENT**

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

## **9. INDEPENDENT CONTRACTOR**

All IT/EC 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 Government.

## **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 Government contract, without some restriction on 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 Government, ordering offices may place restrictions on the Contractor, 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/EC services. Progress payments may be authorized by the ordering office 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 Government 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 (Alternate I (APR 1984)) at FAR 52.232-7 applies to time-and-materials orders placed under this contract. For labor-hour orders, the Payment under Time-and-Materials and Labor-Hour Contracts (FEB 1997) (Alternate 11 (JAN 1986)) at FAR 52.232-7 applies to labor-hour orders placed under this contract.

#### **13. RESUMES**

Resumes shall be provided to the GSA Contracting Officer or the user agency 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 agency 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/EC SERVICES AND PRICING**

(See attached: Labor Category Description and Rates)

**USA COMMITMENT TO PROMOTE  
SMALL BUSINESS PARTICIPATION  
PROCUREMENT PROGRAMS**

**PREAMBLE**

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

**COMMITMENT**

To actively seek and partner with small businesses.

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

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

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

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

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

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

We signify our commitment to work in partnership with small, small disadvantaged and women-owned small businesses to promote and increase their participation in Federal Government contracts. To accelerate potential opportunities please contact **Marc Long**; **Phone Number: 703.970.7331**; **Fax Number: 703-876-6709**; **E-mail: [marc.long@anvi.com](mailto:marc.long@anvi.com)**; **Address: 1934 Old Gallows Road, Suite 200, Vienna, VA 22182.**

## GSA LABOR CATEGORIES GROUP DESCRIPTION

### **Job Title: Principal Project Manager**

Minimum/General Experience: Position requires 11 years of experience with five years experience of managing projects.

Functional Responsibility: Responsible for the oversight, and effective management of multiple projects or tasks. PM will manage funds and personnel, and is accountable for the quality and timely delivery of all contractual items. Serves as focal point of contact with project and task managers regarding program activities. Confers with project manager to provide technical advice and to assist with problem resolution.

Minimum Education: Masters degree in Engineering, Computer Science, Business or a related field. Bachelor degree may be substituted with an additional year of experience.

### **Job Title: Senior Program Manager**

Minimum/General Experience: Position requires eight years of experience with five years experience of managing functional areas or personnel.

Functional Responsibility: Responsible for the oversight and effective management of a single project or task. The Project Manager will manage contract funds and personnel, and is accountable for the quality and timely delivery of all contractual items. Serves as focal point of contact with project employees and customers regarding project activities, personnel issues.

Minimum Education: Masters degree in Engineering, Computer Science, Business or a related field. Bachelor degree may be substituted with an additional year of experience.

### **Job Title: Program Manager**

Minimum/General Experience: Position requires a minimum of eight years of intensive and progressive ADP projects. Must have demonstrated capability for oral and written communication with all levels of management, personnel, and customer representatives.

Functional Responsibility: Manages multiple projects at diverse locations. Organizes, directs, and coordinates planning and production of the Contractor's entire contract support activities. Meets with customer management personnel, other contractor managers, and client agency representatives. Formulates and reviews strategic plans and deliverable items, determines contract costs, and ensures conformance with standards. Assigns, schedules, and reviews work of subordinates. Explains policies, purpose, and goals of the Contractor's organization to subordinates.

Minimum Education: Bachelors Degree in Computer Science, Information Systems, Engineering, Business, or other related scientific or technical discipline.

### **Job Title: Principal Subject Matter Expert**

Minimum/General Experience: Position requires 11 years of experience with five years of specialized experience relating to the topic.

Functional Responsibility: Provides expertise on topics that are esoteric in nature either requiring an exceptionally in-depth understanding of a subject or requiring knowledge on two or more topics that are

not commonly combined. SMEs may also possess in-depth understanding or utilization of a cutting-edge tool or application.

Minimum Education: Masters degree in Engineering, Computer Science, Business or a related field. Bachelor degree may be substituted with an additional year of experience.

**Job Title: Senior Subject Matter Expert**

Minimum/General Experience: Position requires eight years of experience with four years of specialized experience relating to the topic.

Functional Responsibility: Provides expertise on topics that are esoteric in nature either requiring an exceptionally in-depth understanding of a subject or requiring knowledge on two or more topics that are not commonly combined. SMEs may also possess in-depth understanding or utilization of a cutting-edge tool or application.

Minimum Education: Masters degree in Engineering, Computer Science, Business or a related field. Bachelor degree may be substituted with an additional year of experience.

**Job Title: Principal Network Consultant**

Minimum/General Experience: This is a mastery level position for network consulting. The individual possesses a broad technical and analytical background of knowledge and experience to support integration and optimization of network technologies and applications. The individual possesses a broad base of skills and experience with Network architectures, protocols, and standards. Must possess a minimum of ten years of applicable work experience and/or technical training.

Functional Responsibility: Provides technical consulting in support of projects and planning efforts with objective of delivering cost-effective solutions with sound, industry-standard approaches. Examines and reviews designs, processes, standards, and technologies for improvement and innovation, providing appropriate written/oral feedback and recommendations. Independently conducts or leads major requirements studies and delivers recommendations. Conducts technology studies, reviews and investigations, and provides project planning and management support.

Minimum Education: Bachelor of Arts/Science degree or equivalent education and experience. An advanced degree is desirable.

**Job Title: Advisory Network Consultant**

Minimum/General Experience: Senior position where individual fully participates in complex analysis and design projects. Must possess a broad background of knowledge and experience to support integration and optimization of network technologies and applications. Individuals must possess ten years applicable work experience and/or technical training.

Functional Responsibility: Provides technical consulting in support of projects and planning efforts with objective of delivering cost-effective solutions with sound, industry-standard approaches. Examines and reviews designs, processes, standards, and technologies for improvement and innovation, providing appropriate written/oral feedback and recommendations. Independently conducts or leads major requirements studies and delivers recommendations. Independently conduct or lead major requirements studies and deliver recommendations. Provides project planning and support, and project leadership.

Minimum Education: Bachelor of Arts/Science degree or equivalent education. An advanced degree is desirable.

**Job Title: Network Consultant**

Minimum/General Experience: Position requires eight years of applicable work experience and/or technical training. An advanced degree is desirable.

Functional Responsibility: This is a journeyman level position for network consulting. The individual must possess a broad background of knowledge and experience to support integration and optimization of network technologies and applications. Provides technical consulting in support of projects and planning efforts with objective of delivering cost-effective solutions with sound, industry-standard approaches. Examines and reviews design, processes, standards, and technologies for improvement and innovation, providing appropriate written/oral feedback and recommendations. Provides review and guidance for access to external networks including the Internet, to assure adherence to any or all applicable policies and standards.

Minimum Education: Bachelor of Arts/Science degree or equivalent education and experience. An advanced degree is desirable.

**Job Title: Senior Configuration Management Specialist**

Minimum/General Experience: Position requires eight years of experience with five years of specialized experience in Configuration Management.

Functional Responsibility: Designs, constructs, tests, implements and documents control plans. Establishes coding and documentation standards. Provides technical leadership to project teams with regard to CM concepts and implementations. Provides in-depth configuration, process and release management technology. Plans, creates and controls software test plans and test environments. Creates and executes processes and plans necessary for managing and controlling software, hardware, documents, etc. Leads or participates in Configuration Control Boards and configuration audits. Develops and maintains the configuration policy, standards, processes, templates, and corporate knowledge/library. Evaluates and supports software configuration management tools. Knowledgeable of current CM tools and SEI/CMM processes and practices.

Minimum Education: Masters degree in Engineering, Computer Science, Business or a related field. Bachelor degree may be substituted with an additional year of experience.

**Job Title: Configuration Management Specialist**

Minimum/General Experience: Position requires five years of experience with three years of specialized experience in Configuration Management.

Functional Responsibility: Designs, constructs, tests, implements and documents control plans. Establishes coding and documentation standards. Provides technical leadership to project teams with regard to CM concepts and implementations. Provides in-depth configuration, process and release management technology. Plans, creates and controls software test plans and test environments. Creates and executes processes and plans necessary for managing and controlling software, hardware, documents, etc. Leads or participates in Configuration Control Boards and configuration audits. Develops and maintains the configuration policy, standards, processes, templates, and corporate knowledge/library. Evaluates and supports software configuration management tools. Knowledgeable of current CM tools and SEI/CMM processes and practices.

Minimum Education: Bachelor degree in Engineering, Computer Science, Business or a related field. Masters degree may be substituted with one less year of experience. No degree requires up to 3 years of additional experience.

**Job Title: Junior Configuration Management Specialist**

Minimum/General Experience: Position requires two years of experience with two years of specialized experience in Configuration Management.

Functional Responsibility: Designs, constructs, tests, implements and documents control plans. Establishes coding and documentation standards. Provides technical leadership to project teams with regard to CM concepts and implementations. Provides in-depth configuration, process and release management technology. Plans, creates and controls software test plans and test environments. Creates and executes processes and plans necessary for managing and controlling software, hardware, documents, etc. Leads or participates in Configuration Control Boards and configuration audits. Develops and maintains the configuration policy, standards, processes, templates, and corporate knowledge/library. Evaluates and supports software configuration management tools. Knowledgeable of current CM tools and SEI/CMM processes and practices.

Minimum Education: Bachelor degree in Engineering, Computer Science, Business or a related field. Masters degree may be substituted with one less year of experience. No degree requires up to three years of additional experience.

**Job Title: Principal Systems Security Engineering**

Minimum/General Experience: Position requires 11 years of experience with five years of specialized experience in computer system security.

Functional Responsibility: Develops and maintains information security programs and related plans, formulates and implements security operations concepts, evaluates security compliance integrated hardware/software environments, provides consulting to registered users. Possesses knowledge of Government regulations, manuals, technical orders, standards, and industry publications for information security, knowledge of applicable industry and Government standards for Information Assurance.

Minimum Education: Masters degree in Engineering, Computer Science, Business or a related field. Bachelor degree may be substituted with an additional year of experience.

**Job Title: Senior Systems Security Engineering**

Minimum/General Experience: Position requires eight years of experience with three years of specialized experience in computer system security.

Functional Responsibility: Develops and maintains information security programs and related plans, formulates and implements security operations concepts, evaluates security compliance integrated hardware/software environments, provides consulting to registered users. Possesses knowledge of Government regulations, manuals, technical orders, standards, and industry publications for information security, knowledge of applicable industry and Government standards for Information Assurance.

Minimum Education: Masters degree in Engineering, Computer Science, Business or a related field. Bachelor degree may be substituted with an additional year of experience.

### **Job Title: Senior Systems Engineer**

Minimum/General Experience: Individual will possess a minimum of ten years experience in the information systems/software engineering field. Four years experience may be substituted for a Bachelors degree; a Masters degree will be considered equivalent to three years general experience.

Functional Responsibility: This is a senior position where the individual applies software, hardware, and standards information technology skills in analysis, specification, development, integration, and acquisition of systems for various potential applications. Ensures these systems and applications are compliant with standards for open systems architectures, reference models, and profiles of standard. Evaluates and recommends applications and methodologies that can be acquired or developed to provide inter-operable technology solutions.

Minimum Education: Bachelors degree in Computer Science, Information Systems, Engineering or other related scientific or technical discipline is preferred.

### **Job Title: Senior Network Engineer**

Minimum/General Experience: Position requires a total of six years of demonstrated experience within the last eight years. Four years must be specialized experience. The remainder may be specialized or general experience. Must have demonstrated experience with some specific experience in telecommunications engineering.

Functional Responsibility: Works independently or under only general direction to resolve problems including multiple systems and associated interfaces involving all phases of system analysis and design. Provides technical and administrative direction for personnel including the review of work products for correctness, adherence to the design concept and to user standards, and for progress in accordance with schedules. Coordinates with the TO-PM to ensure problem resolution and user satisfaction. Aids in the design and installation on the network of small to large-scale information systems that may be implemented on mainframe(s), minicomputer(s), or microcomputer(s).

Minimum Education: Masters degree in Electrical Engineering or related field or certification is required.

### **Job Title: Network Engineer**

Minimum/General Experience: Position requires a total of four years of demonstrated experience within the last six years. Two years must be specialized experience. The remainder may be general or specialized experience.

Functional Responsibility: Works under general direction to resolve problems including multiple systems and associated interfaces involving all phases of system analysis and design. Assists in developing plans for installation of information systems on the network from the project inception to conclusion. Analyzes the problem and information to be processed. Defines the problem, and develops network requirements and network specifications. Maintains information systems that may be implemented on mainframe(s), minicomputer(s), or microcomputer(s).

Minimum Education: Bachelor of Science in Electrical Engineering (BSEE) degree or related field or certification is required.

### **Job Title: Junior Network Engineer**

Minimum/General Experience: Position requires two years of demonstrated experience within the last three years. One year must be specialized experience.

Functional Responsibility: Works under close supervision. Assists in developing requirements for an information system from a project's inception to conclusion as related to networking. Assists in developing required specifications for information systems as relates to networking. Assists in preparing input test data for the subject system. Assists user in system documentation and software support for information systems as relates to networking.

Minimum Education: Bachelor of Science in Electrical Engineering or related field is preferred.

**Job Title: Principal Information Engineer**

Minimum/General Experience: Position requires 11 years of experience with five years of specialized experience in system and software development.

Functional Responsibility: Provides system and software development expertise to support the entire SW life cycle from requirements definition, database and software design, code, test and implementation. Understands cross-platform environment issues, and is skilled in two or more programming languages.

Minimum Education: Masters degree in Engineering, Computer Science, Business or a related field. Bachelor degree may be substituted with an additional year of experience.

**Job Title: Senior Information Engineer**

Minimum/General Experience: Position requires eight years of experience with three years of specialized experience in system and software development.

Functional Responsibility: Provides system and software development expertise to support the entire SW life cycle from requirements definition, database and software design, code, test and implementation. Understands cross-platform environment issues, and is skilled in two or more programming languages.

Minimum Education: Bachelor degree in Engineering, Computer Science, Business or a related field. Masters degree may be substituted with one less year of experience. No degree requires up to three years of additional experience. Business or a related field. Bachelor degree may be substituted with an additional year of experience.

**Job Title: Senior Software Engineer**

Minimum/General Experience: Position requires eight years of experience with three years of specialized experience in software development.

Functional Responsibility: Leads software solutions based upon client requirements, designs and codes layouts for on-screen user interfaces, printed outputs, and interfaces with other systems, converts designs and specifications into computer code. Manages projects that make use of commercially available or custom Computer Aided Software Engineering (CASE) tools as required. Develops technical documentation detailing the project design parameters. Leads teams of software developers and engineers.

Minimum Education: Bachelor degree in Engineering, Computer Science, Business or a related field. Masters degree may be substituted with one less year of experience. No degree requires up to three years of additional experience.

**Job Title: Senior Functional Analyst**

Minimum/General Experience: Position requires eight years of experience with five years of specialized experience in systems analysis or business process development.

Functional Responsibility: Responsible for applying advanced technical skills to the analysis of business processes and problems. Assesses requirements and designs sophisticated technical applications/solutions. Using well-developed diagnostic skills, analyzes problems and develops effective solutions.

Minimum Education: Masters degree in Engineering, Computer Science, Business or a related field. Bachelor degree may be substituted with an additional year of experience.

**Job Title: Functional Analyst**

Minimum/General Experience: Position requires five years of experience with two years of specialized experience systems analysis or business process development.

Functional Responsibility: Responsible for applying advanced technical skills to the analysis of business processes and problems. Assesses requirements and designs sophisticated technical applications/solutions. Using well-developed diagnostic skills, analyzes problems and develops effective solutions.

Minimum Education: Bachelor degree in Engineering, Computer Science, Business or a related field. Masters degree requires one less year of experience. No degree requires up to three years of additional experience.

**Job Title: Senior Systems Analyst**

Minimum/General Experience: Position requires eight years of experience with three years of specialized experience in systems analysis.

Functional Responsibility: Leads systems analysis of computer and networking systems. Participates in the design of business processes and facilitates them within product development. Coordinates definition, design, and implementation of solutions. Oversees the overall integration of all systems peripherals so that they can operate correctly within a predefined environment. Analyzes and develops technical documentation.

Minimum Education: Bachelor degree in Engineering, Computer Science, Business or a related field. Masters degree may be substituted with one less year of experience. No degree requires up to three years of additional experience.

**Job Title: Junior Systems Analyst**

Minimum/General Experience: Position requires no experience.

Functional Responsibility: Leads systems analysis of computer and networking systems. Participates in the design of business processes and facilitates them within product development. Coordinates definition, design, and implementation of solutions. Oversees the overall integration of all systems peripherals so

that they can operate correctly within a predefined environment. Analyzes and develops technical documentation.

Minimum Education: Bachelor degree in Engineering, Computer Science, Business or a related field. No degree requires up to three years of experience.

**Job Title: Senior Operations Analyst**

Minimum/General Experience: Position requires five years experience.

Functional Responsibility: Responsible for applying advanced technical skills to the analysis of operational processes and problems. Assesses requirements and designs operational processes and procedures. Coordinates software and hardware pre-deployment, deployment, and post-deployment activities among all stakeholders. Using well-developed diagnostic skills, analyzes problems and develops effective solutions.

Minimum Education: Bachelor degree in Engineering, Computer Science, Business or a related field. Masters degree requires one less year of experience. No degree requires up to three years of additional experience.

**Job Title: Associate Operations Analyst**

Minimum/General Experience: Position requires two years of experience.

Functional Responsibility: Responsible for applying advanced technical skills to the analysis of operational processes and problems. Assesses requirements and designs operational processes and procedures. Coordinates software and hardware pre-deployment, deployment, and post-deployment activities among all stakeholders. Using well-developed diagnostic skills, analyzes problems and develops effective solutions.

Minimum Education: Bachelor degree in Engineering, Computer Science, Business or a related field. Masters degree requires one less year of experience. No degree requires up to three years of additional experience.

**Job Title: Computer Systems Analyst III**

Minimum/General Experience: Position requires three to four years experience in systems analysis and design techniques to complex computer systems in a road area such as manufacturing; finance management; engineering, accounting, or statistics; logistics planning; material management, etc.

Functional Responsibility: Maintains and modifies complex systems or develops new subsystems such as integrated production scheduling, inventory control, cost analysis, or sales analysis record in which every item of each type is automatically processed through the full system of records. Guides users in formulating requirements; advises on alternatives and on the implications of new or revised data processing systems; analyzes resulting user project proposals, identifies omissions and errors in requirements and conducts feasibility studies, recommends optimum approach and develops system design for approved projects.

Minimum Education: Bachelor of Arts/Science degree, certification, or relevant experience.

**Job Title: Computer Systems Analyst II**

Minimum/General Experience: Position requires three years experience in the areas of application of systems analysis and design skills in an area such as a record keeping or scientific operation. Requires competence in most phases of system analysis and knowledge of pertinent system software and computer equipment and of the work processes, applicable regulations, workload, and practices of the assigned subject-matter area.

Functional Responsibility: Recognizes probable interactions of related computer systems and predicts impact of a change in assigned system. Reviews proposals that consist of objectives, scope, and user expectations; gathers facts, analyzes data, and prepares a project synopsis which compares alternatives in terms of cost, time, availability of equipment and personnel, and recommends a course of action; and upon approval of synopsis, prepares specifications for development of computer programs. Determines and resolves data processing problems and coordinates the work with program, users, etc.; orients user personnel on new or changed procedures.

Minimum Education: Bachelor of Arts/Science degree, certification, or relevant experience.

#### **Job Title: Principal Database Manager**

Minimum/General Experience: Position requires 11 years of experience with five years of specialized experience in database design.

Functional Responsibility: Accountable for setting direction and managing the day-to-day activities of database development team. Leads database-oriented development activities including architecture, design, and implementation of large-scale relational database systems. Turns product requirements into successful database architectures, design and develop stored procedures and database processes. Manages change requests, set development and maintenance schedules.

Minimum Education: Masters degree in Engineering, Computer Science, Business or a related field. Bachelor degree may be substituted with an additional year of experience.

#### **Job Title: Senior Database Administrator**

Minimum/General Experience: Position requires eight years of experience with three years of specialized experience in Database Administration.

Functional Responsibility: Communicates with management, development programmers and end-users to evaluate and develop requirements. Assists in the development of plans for database management, disaster recovery, and backup for all development and production databases. Establishes policies and procedures pertaining to database management, security, maintenance and utilization. Defines database standards and creates database test plans. Performs data queries and modeling as necessary.

Minimum Education: Bachelor degree in Engineering, Computer Science, Business or a related field. Masters degree requires one less year of experience. No degree requires up to three years of additional experience.

#### **Job Title: Principal Programmer**

Minimum/General Experience: Position requires a total of five years of demonstrated experience within the last eight years. Three years must be specialized experience. Specialized experience includes demonstrated experience in analysis, design, software development, and programming of applications on

small to large scale computers (mini, micro, large mainframe). Minimum of one year of specific experience in the design and programming of complex information systems.

Functional Responsibility: Works independently or under general supervision. Develops required logic charts and diagrams for information systems. Translates detailed design into computer programs. Tests, debugs, and defines the computer program to produce the required product. Evaluates existing information systems and recommends changes to them. Prepares test data for the information systems.

Minimum Education: Bachelor of Science/Arts degree with demonstrated knowledge in two or more of the following languages: PASCAL, ADA, C, C++, and SQL.

#### **Job Title: Senior Application Programmer**

Minimum/General Experience: Position requires eight years of experience with three years of specialized experience in application programming.

Functional Responsibility: Analyzes, designs, develops, tests, documents and maintains applications. Assesses performance of software systems to identify and correct problems that impact operation efficiency. Consults with user-base to ensure responsiveness of system software user requirements. Performs system regenerations to reflect changes in peripheral configuration. Recommends system software packages and related hardware.

Minimum Education: Bachelor degree in Engineering, Computer Science, Business or a related field. Masters degree may be substituted with one less year of experience. No degree requires up to three years of additional experience.

#### **Job Title: Programmer**

Minimum/General Experience: Position requires a total of four years of demonstrated experience within the last three years. Two years must be specialized experience. Specialized experience includes programming applications on mini, micro, and mainframe computers using two or more of the following languages: PASCAL, ADA, C, C++, and SQL.

Functional Responsibility: Under general supervision, analyzes systems requirements and design specifications and develops diagrams and logic charts. Translates detailed design into computer programs. Tests, debugs, and refines the computer programs to produce the required product. Prepares required documentation to include both program and user level documentation. Enhances programs to reduce operating time and/or improve efficiency. Provides technical direction to programmers who are assigned to assist.

Minimum Education: Bachelor of Arts/Science preferred with demonstrated knowledge in two or more of the following languages: PASCAL, ADA, C, C++, and SQL.

#### **Job Title: Computer Programmer III**

Minimum/General Experience: Position requires three years of experience in the application of standard programming procedures and detailed knowledge of pertinent subject matter (e.g., work processes, governing rules, clerical procedures, etc.) in a programming area such as: a record keeping operation (supply, personnel and payroll, inventory, purchasing, insurance payments, depositor accounts, etc.); a well-defined statistical or scientific problem; or other standardized operation or problem.

Functional Responsibility: Recognizes probable interactions of other related programs with the assigned program(s) and is familiar with related system software and computer equipment. Solves conventional programming problems. (In small organizations, may maintain programs which concern or combine several operations, i.e., users, or develop programs where there is one primary user and the others give input.) Performs such duties as: develops, modifies, and maintains assigned programs; designs and implements modifications to the interrelation of files and records within programs in consultations with higher level staff; monitors the operation of assigned programs and responds to problems by diagnosing and correcting errors in logic and coding; and implements and/or maintains assigned portions of a scientific programming project.

Minimum Education: Bachelor of Arts/Science degree, certification, or related relevant experience.

### **Job Title: Computer Programmer II**

Minimum/General Experience: Position requires two years experience in routine programming assignments that do not require skilled background experience but do not require knowledge of established programming procedures and data processing requirements.

Functional Responsibility: At this level, initial assignments are designed to develop competence in applying established programming procedures to routine problems. Performs works according to clear-cut and complete specifications. The data are refined and the format of the final product is very similar to that of the input or is well defined when significantly different, i.e., there are few, if any, problems with interrelating varied records and outputs. Maintains and modifies routine programs. Makes approved changes by amending program flow charts, developing detailed processing logic, and coding changes. Tests and documents modifications and writes operator instructions.

Minimum Education: Bachelor of Arts/Science degree, certification, or related relevant experience.

### **Job Title: Senior Quality Assurance Specialist**

Minimum/General Experience: Position requires eight years of experience with three years of specialized experience in Quality Assurance or software development.

Functional Responsibility: Leads formal and informal reviews at pre-determined points throughout the development life cycle. Provides technical and administrative direction for personnel performing systems development tasks, including the review of work products for correctness, adherence to the design concept and to user standards, review of program documentation to assure government standards/requirements are adhered to, and for progress in accordance with schedules. Coordinates with the Project Manager to ensure problem solution and user satisfaction. Makes recommendations, if needed, for approval of major systems installations. Prepares milestone status reports and deliveries/presentations on the system concept to colleagues, subordinates, and end user representatives. Has the capability to establish and create QA programs, including staff, develop policy, plans and procedures.

Minimum Education: Bachelor degree in Engineering, Computer Science, Business or a related field. Masters degree may be substituted with one less year of experience. No degree requires up to three years of additional experience.

### **Job Title: Quality Assurance Specialist**

Minimum/General Experience: Position requires five years of experience with two years of specialized experience in Quality Assurance or software development.

Functional Responsibility: Conducts formal and informal reviews at pre-determined points throughout the development life cycle. Provides technical and administrative direction for personnel performing systems development tasks, including the review of work products for correctness, adherence to the design concept and to user standards, review of program documentation to assure government standards/requirements are adhered to, and for progress in accordance with schedules. Coordinates with the Project Manager or senior QA Specialist to ensure problem solution and user satisfaction. Makes recommendations, if needed, for approval of major systems installations. Prepares milestone status reports and deliveries/presentations on the system concept to colleagues, subordinates, and end user representatives.

Minimum Education: Bachelor degree in Engineering, Computer Science, Business or a related field. Masters degree requires one less year of experience. No degree requires up to three years of additional experience.

**Job Title: Senior Training Specialist**

Minimum/General Experience: Position requires eight years of experience with three years of specialized experience in classroom or desk-side training.

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

Minimum Education: Bachelor degree in Engineering, Computer Science, Business or a related field. Masters degree may be substituted with one less year of experience. No degree requires up to three years of additional experience.

**Job Title: Training Specialist**

Minimum/General Experience: Position requires five years of experience with two years of specialized experience in classroom or desk-side training.

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

Minimum Education: Bachelor degree in Engineering, Computer Science, Business or a related field. Masters degree requires one less year of experience. No degree requires up to three years of additional experience.

**Job Title: Senior Network Administrator**

Minimum/General Experience: Position requires six or more years of years of progressively responsible experience is required. Included in the overall experience must be three years of specialized experience in the operations and maintenance of a large LAN.

Functional Responsibility: Provides day-to-day operations and administrative support for the LAN environment. Support includes monitoring the operation of the network, file servers, workstations,

gateways, bridges, routers, etc., as implemented on the network; running typical network backup and maintenance procedures; and providing on-site assistance to users, as required.

Minimum Education: Bachelor degree in Computer Science or related field is preferred.

**Job Title: Associate Network Administrator**

Minimum/General Experience: Position requires two years experience in Network Administration.

Functional Responsibility: Administers, installs, maintains, monitors, and manages client-based computer hardware and software in NT or Novell environments. Installs new users and maintains users accounts, monitors production of schedule reports and user output, evaluates hardware and software, and trouble-shoots and resolves computer systems and communications problems.

Minimum Education: Bachelor degree in Engineering, Computer Science, Business or a related field. Masters degree requires one less year of experience. No degree requires up to three years of additional experience.

**Job Title: Junior Network Administrator**

Minimum/General Experience: Position requires one or more years of related work experience.

Functional Responsibility: Provides day-to-day operations and administrative support for the LAN environment. Support includes monitoring the operation of the network, file servers, workstations, gateways, bridges, routers, etc., as implemented on the network; running typical network backup and maintenance procedures; and providing on-site assistance to users, as required.

Minimum Education: Bachelor degree in Computer Science or related field is preferred.

**Job Title: Senior Systems Administrator**

Minimum/General Experience: Position requires eight years of experience with three years of specialized experience in Systems Administration.

Functional Responsibility: Administers, installs, maintains, monitors, and manages client-based computer hardware and software in UNIX-based or cross-platform environments. Installs new users and maintains user accounts, monitors production of schedule reports and user output, evaluates hardware and software, and trouble-shoots and resolves computer systems and communications problems.

Minimum Education: Bachelor degree in Engineering, Computer Science, Business or a related field. Masters degree may be substituted with one less year of experience. No degree requires up to three years of additional experience.

**Job Title: Systems Administrator**

Minimum/General Experience: Position requires five years of experience with two years of specialized experience in Systems Administration.

Functional Responsibility: Administers, installs, maintains, monitors, and manages client-based computer hardware and software in UNIX-based or cross-platform environments. Installs new users and maintains

user accounts, monitors production of schedule reports and user output, evaluates hardware and software, and trouble-shoots and resolves computer systems and communications problems.

Minimum Education: Bachelor degree in Engineering, Computer Science, Business or a related field. Masters degree requires one less year of experience. No degree requires up to three years of additional experience.

**Job Title: Junior Systems Administrator**

Minimum/General Experience: Position requires no experience.

Functional Responsibility: Administers, installs, maintains, monitors, and manages client-based computer hardware and software in UNIX-based or cross-platform environments. Installs new users and maintains user accounts, monitors production of schedule reports and user output, evaluates hardware and software, and trouble-shoots and resolves computer systems and communications problems.

Minimum Education: Bachelor degree in Engineering, Computer Science, Business or a related field. No degree requires up to three years of experience.

**Job Title: Associate Web Developer**

Minimum/General Experience: Position requires two years of specialized experience in web development.

Functional Responsibility: Develops and maintains client websites. Guides clients through design requirements definition, recommends navigational standards and artistic layout, creates HTML, graphics, animations and interactive elements using a variety of applications such as Dreamweaver, FrontPage and Flash. Updates and maintains content as needed. Tests websites for cross-browser functionality, analyzes and reports on statistics within the website.

Minimum Education: Bachelor degree in Engineering, Computer Science, Business or a related field. Masters degree requires one less year of experience. No degree requires up to three years of additional experience.

**Job Title: Staff Documentation Specialist**

Minimum/General Experience: Position requires five years of experience with two years of specialized experience in documentation storage and retrieval.

Functional Responsibility: Manages document record retention. Stores, archives, copies, and retrieves all contract related documentation as required. Establishes and maintains numerical document retrieval methods. Maintains record retention database. Audits database to ensure compliance with contractual requirements.

Minimum Education: Bachelor degree required. Masters degree requires one less year of experience. No degree requires up to three years of additional experience.

**Job Title: Help Desk Specialist**

Minimum/General Experience: Position requires two years experience in helpdesk support.

Functional Responsibility: Provides phone, remote administration and personal interaction support to user-base to help resolve hardware, software, printer, and network connectivity problems. Installs, configures, and troubleshoots hardware and software issues. Provides PC application desk-side training to users-base.

Minimum Education: Bachelor degree in Engineering, Computer Science, Business or a related field. Masters degree requires one less year of experience. No degree requires up to three years of additional experience.

**Job Title: LAN Technician**

Minimum/General Experience: Position requires three years of progressive technical experience in Local Area Network (LAN) hardware and software installation. Hardware and software components shall include LAN workstation, server, or other components related to the LAN system.

Functional Responsibility: Works independently to install LAN and LAN related components. Performs diagnostic testing and system troubleshooting of LAN equipment. Repairs and replaces LAN components as required. Performs server and workstation connection, configuration, integration and testing.

Minimum Education: High School diploma

**Job Title: Technician**

Minimum/General Experience: Position requires three years of progressive experience in personal computer software, installation, upgrade, and repair.

Functional Responsibility: Performs direct technical work on projects. Works under general supervision and installs, operates, configures, troubleshoots, and repairs FIP resources.

Minimum Education: High School diploma

AnviCom General Services Administration Schedule GS-35F-5188H

May 2005

Approved GSA  
Schedule Rate with  
IFF Modification 9

|    | ACRN   | Labor Categories                | Approved GSA<br>Schedule Rate with<br>IFF Modification 9 |
|----|--------|---------------------------------|--|
| 1  | PPM    | Principal Program Manager       | \$117.74   |
| 2  | SPM    | Senior Program Manager          | \$102.64   |
| 3  | PGM    | Program Manager                 | \$87.32  |
| 4  | PSME   | Principal Subject Matter Expert | \$127.59   |
| 5  | SSME   | Senior Subject Matter Expert    | \$117.74   |
| 6  | PNC    | Principal Network Consultant    | \$144.83   |
| 7  | ANC    | Advisory Network Consultant     | \$125.02   |
| 8  | NC     | Network Consultant              | \$108.94   |
| 9  | SCMS   | Sr. Config. Mgmt Spec.          | \$113.32   |
| 10 | CMS    | Configuration Mgmt Spec         | \$65.54  |
| 11 | JCMS   | Jr. Config. Mgmt Spec           | \$51.04  |
| 12 | PSSE   | Principal Systems Security Eng  | \$142.86   |
| 13 | SSSE   | Senior Systems Security Eng     | \$109.89   |
| 14 | SSE    | Senior Systems Engineer         | \$102.09   |
| 15 | SNE    | Senior Network Engineer         | \$85.89  |
| 16 | NE     | Network Engineer                | \$73.47  |
| 17 | JNE    | Junior Network Engineer         | \$48.47  |
| 18 | PIE    | Principal Information Eng.      | \$102.64   |
| 19 | SIE    | Sr. Information Engineer        | \$89.32  |
| 20 | SSWE   | Sr. Software Engineer           | \$95.22  |
| 21 | SFA    | Sr. Functional Analyst          | \$90.08  |
| 22 | FA     | Functional Analyst              | \$57.42  |
| 23 | SSA    | Sr. Systems Analyst             | \$89.32  |
| 24 | JSA    | Jr. Systems Analyst             | \$58.19  |
| 25 | SOA    | Sr. Operations Analyst          | \$83.31  |
| 26 | AOA    | Associate Operations Analyst    | \$49.99  |
| 27 | CSAIII | Computer Sys Anly III           | \$64.08  |
| 28 | CSAII  | Computer Sys Anly II            | \$56.13  |
| 29 | PDM    | Principal Database Manager      | \$116.38   |
| 30 | SDA    | Sr. Database Administrator      | \$89.32  |

Continued

AnviCom General Services Administration Schedule GS-35F-5188H

|    | ACRN    | Labor Categories             | May 2005<br>Approved GSA<br>Schedule Rate with<br>IFF Modification 9 |
|----|---------|------------------------------|--|
| 31 | PPR     | Principal Programmer         | \$89.85  |
| 32 | SAP     | Sr. Application Programmer   | \$89.95  |
| 33 | PGMR    | Programmer                   | \$72.46  |
| 34 | CPMRIII | Computer Programmer III      | \$56.13  |
| 35 | CPMRII  | Computer Programmer II       | \$45.37  |
| 36 | SQA     | Sr. Quality Assurance Spec.  | \$77.13  |
| 37 | QAS     | Quality Assurance Spec.      | \$57.42  |
| 38 | STS     | Sr. Training Specialist      | \$65.54  |
| 39 | TS      | Training Specialist          | \$51.04  |
| 40 | SNA     | Senior Network Administrator | \$69.19  |
| 41 | ANA     | Assoc. Network Administrator | \$54.95  |
| 42 | JNA     | Junior Network Administrator | \$44.31  |
| 43 | SSAD    | Sr. Systems Administrator    | \$63.42  |
| 44 | SAD     | System Administrator         | \$50.11  |
| 45 | JSAD    | Jr. Systems Administrator    | \$39.60  |
| 46 | AWD     | Associate Web Developer      | \$42.40  |
| 47 | SDS     | Staff Documentation Spec.    | \$51.04  |
| 48 | HDS     | Help Desk Specialist         | \$51.04  |
| 49 | LT      | LAN Technician               | \$49.89  |
| 50 | TN      | Technician                   | \$38.00  |



AnviCom, Inc.  
 GSA Schedule: GS-35F-5188H  
 Labor Categories and Rates  
<http://www.anvi.com/>

| NSN/Mfr. Part No.   | Labor Categories                | Unit | Price     | Delivery |
|---|---------------------------------|------|-----------|----------|
| PPM   | PRINCIPAL PROGRAM MANAGER       | HR   | \$ 117.74 | 30 Days  |
| Responsible for the oversight and effective management of multiple projects or tasks. PM will manage funds and personnel and is accountable for the quality and timely delivery of all contractual items. Serves as focal point of contact with project and task managers regarding program activities. Confers with project manager to provide technical advice and to assist with problem resolution. |                                 |      |           |          |
| SPM   | SENIOR PROGRAM MANAGER          | HR   | \$ 102.64 | 30 Days  |
| Responsible for the oversight and effective management of a single project or task. The Project Manager will manage contract funds and personnel and is accountable for the quality and timely delivery of all contractual items. Serves as focal point of contact with project employees and customers regarding project activities, personnel issues, goals and objectives.                           |                                 |      |           |          |
| PGM   | PROGRAM MANAGER                 | HR   | \$ 87.32  | 30 Days  |
| Manages multiple projects at diverse locations. Organizes, directs, and coordinates planning and production of the Contractor's entire contract support activities. Formulates and reviews strategic plans and deliverable items, determine contract costs, and ensures conformance with standards.   |                                 |      |           |          |
| PSME  | PRINCIPAL SUBJECT MATTER EXPERT | HR   | \$ 127.59 | 30 Days  |
| Provides expertise on topics that are esoteric in nature either requiring an exceptionally in-depth understanding of a subject or requiring knowledge on two or more topics that are not commonly combined. SMEs may also possess in-depth understanding or utilization of a cutting-edge tool or application.  |                                 |      |           |          |
| SSME  | SENIOR SUBJECT MATTER EXPERT    | HR   | \$ 117.74 | 30 Days  |
| Provides expertise on topics that are esoteric in nature either requiring an exceptionally in-depth understanding of a subject or requiring knowledge on two or more topics that are not commonly combined. SMEs may also possess in-depth understanding or utilization of a cutting-edge tool or application.  |                                 |      |           |          |
| PNC   | PRINCIPAL NETWORK CONSULTANT    | HR   | \$ 144.83 | 30 Days  |
| Provides technical consulting in support of projects and planning efforts with objective of delivering cost-effective solutions with sound, industry-standard approaches. Examines and reviews designs, processes, standards, and technologies for improvement and innovation, providing appropriate written/oral feedback and recommendations.   |                                 |      |           |          |
| ANC   | ADVISORY NETWORK CONSULTANT     | HR   | \$ 125.02 | 30 Days  |

|   |   |           |                  |                |
|---|---|-----------|------------------|----------------|
| Provides technical consulting in support of projects and planning efforts with objective of delivering cost-effective solutions with sound, industry-standard approaches. Independently conduct or lead major requirements studies and deliver recommendations. Provides project planning and support project leadership.   |   |           |                  |                |
| <b>NC</b>   | <b>NETWORK CONSULTANT</b>                         | <b>HR</b> | <b>\$ 108.94</b> | <b>30 Days</b> |
| Provides technical consulting in support of projects and planning efforts with objective of delivering cost-effective solutions with sound, industry-standard approaches. Provides review and guidance for access to external networks including the Internet, to assure adherence to any and all applicable policies and standards.  |   |           |                  |                |
| <b>SCMS</b>   | <b>SENIOR CONFIGURATION MANAGEMENT SPECIALIST</b> | <b>HR</b> | <b>\$ 113.32</b> | <b>30 Days</b> |
| Designs, constructs, tests, implements and documents control plans. Establishes coding and documentation standards. Provides technical leadership to project teams with regard to CM concepts and implementations. Provides in-depth configuration, process and release management technology. Plans, creates and controls software test plans and test environments.   |   |           |                  |                |
| <b>CMS</b>  | <b>CONFIGURATION MANAGEMENT SPECIALIST</b>        | <b>HR</b> | <b>\$ 65.54</b>  | <b>30 Days</b> |
| Designs, constructs, tests, implements and documents control plans. Establishes coding and documentation standards. Provides technical leadership to project teams with regard to CM concepts and implementations. Provides in-depth configuration, process and release management technology. Plans, creates and controls software test plans and test environments.   |   |           |                  |                |
| <b>JCMS</b>   | <b>JUNIOR CONFIGURATION MANAGEMENT SPECIALIST</b> | <b>HR</b> | <b>\$ 51.04</b>  | <b>30 Days</b> |
| Designs, constructs, tests, implements and documents control plans. Establishes coding and documentation standards. Provides technical leadership to project teams with regard to CM concepts and implementations. Provides in-depth configuration, process and release management technology. Plans, creates and controls software test plans and test environments.   |   |           |                  |                |
| <b>PSSE</b>   | <b>PRINCIPAL SYSTEMS SECURITY ENGINEER</b>        | <b>HR</b> | <b>\$ 142.86</b> | <b>30 Days</b> |
| Develops and maintains information security programs and related plans, formulates and implements security operations concepts, evaluates security compliance integrated hardware/software environments, provides consulting to registered users. Possesses knowledge of Government regulations, manuals, technical orders, standards, and industry publications for information security, knowledge of applicable industry and Government standards for Information Assurance. |   |           |                  |                |
| <b>SSSE</b>   | <b>SENIOR SYSTEMS SECURITY ENGINEER</b>           | <b>HR</b> | <b>\$ 109.89</b> | <b>30 Days</b> |
| Develops and maintains information security programs and related plans, formulates and implements security operations concepts, evaluates security compliance integrated hardware/software environments, provides consulting to registered users. Possesses knowledge of Government regulations, manuals, technical orders, standards, and industry publications for information security, knowledge of applicable industry and Government standards for Information Assurance. |   |           |                  |                |
| <b>SSE</b>  | <b>SENIOR SYSTEMS ENGINEER</b>                    | <b>HR</b> | <b>\$ 102.09</b> | <b>30 Days</b> |
| Applies software, hardware, and standard information technology skills in the analysis, specification,  |   |           |                  |                |

|  |                                       |           |                  |                |
|--|---------------------------------------|-----------|------------------|----------------|
| development, integration, and acquisition of systems for various potential applications. Ensures systems and applications are compliant with standards for open systems architectures, reference models, and profiles of standard. Evaluates and recommends applications and methodologies that can be acquired or developed to provide inter-operable technology solutions.   |                                       |           |                  |                |
| <b>SNE</b>   | <b>SENIOR NETWORK ENGINEER</b>        | <b>HR</b> | <b>\$ 85.89</b>  | <b>30 Days</b> |
| Provides technical and administrative direction for personnel including the review of work products for correctness, adherence to the design concept and to user standards, and for progress in accordance with schedules. Aids in the design and installation on the network of small to large-scale information systems that can be implemented on mainframe(s), minicomputer(s), or microcomputer(s).   |                                       |           |                  |                |
| <b>NE</b>  | <b>NETWORK ENGINEER</b>               | <b>HR</b> | <b>\$ 73.47</b>  | <b>30 Days</b> |
| Assists in developing plans for installation of information systems on the network from project inception to conclusion. Analyzes the problem and information to be processed. Defines the problem, and develops network requirements and network specifications. Maintains information systems that may be implemented on mainframe(s), minicomputer(s), or microcomputer(s).   |                                       |           |                  |                |
| <b>JNE</b>   | <b>JUNIOR NETWORK ENGINEER</b>        | <b>HR</b> | <b>\$ 48.47</b>  | <b>30 Days</b> |
| Assists in developing requirements for an information system from a project's inception to conclusion as related to networking. Assists in developing required specifications for information systems as relates to networking. Assists in preparing input and test data for the subject system. Assists user in system documentation and software support for information system as relates to networking.  |                                       |           |                  |                |
| <b>PIE</b>   | <b>PRINCIPAL INFORMATION ENGINEER</b> | <b>HR</b> | <b>\$ 102.64</b> | <b>30 Days</b> |
| Provides system and software development expertise to support the entire SW life cycle from requirements definition, database and software design, code, test and implementation. Understands cross-platform environment issues, and is skilled in two or more programming languages.  |                                       |           |                  |                |
| <b>SIE</b>   | <b>SENIOR INFORMATION ENGINEER</b>    | <b>HR</b> | <b>\$ 89.32</b>  | <b>30 Days</b> |
| Provides system and software development expertise to support the entire SW life cycle from requirements definition, database and software design, code, test and implementation. Understands cross-platform environment issues, and is skilled in two or more programming languages.  |                                       |           |                  |                |
| <b>SSWE</b>  | <b>SENIOR SOFTWARE ENGINEER</b>       | <b>HR</b> | <b>\$ 95.22</b>  | <b>30 Days</b> |
| Leads software solutions based upon client requirements, designs and codes layouts for on-screen user interfaces, printed outputs, and interfaces with other systems, converts designs and specifications into computer code. Manages projects that make use of commercially available or custom Computer Aided Software Engineering (CASE) tools as required. Develops technical documentation detailing the project design parameters. Leads teams of software developers and engineers. |                                       |           |                  |                |
| <b>SFA</b>   | <b>SENIOR FUNCTIONAL ANALYST</b>      | <b>HR</b> | <b>\$ 90.08</b>  | <b>30 Days</b> |
| Responsible for applying advanced technical skills to the analysis of business processes and problems. Assesses requirements and designs sophisticated technical applications/solutions. Using well-developed diagnostic skills, analyzes problems and develops effective solutions.   |                                       |           |                  |                |
| <b>FA</b>  | <b>FUNCTIONAL ANALYST</b>             | <b>HR</b> | <b>\$ 57.42</b>  | <b>30 Days</b> |

|  |                                     |           |                  |                |
|--|-------------------------------------|-----------|------------------|----------------|
| Responsible for applying advanced technical skills to the analysis of business processes and problems. Assesses requirements and designs sophisticated technical applications/solutions. Using well-developed diagnostic skills, analyzes problems and develops effective solutions.   |                                     |           |                  |                |
| <b>SSA</b>   | <b>SENIOR SYSTEMS ANALYST</b>       | <b>HR</b> | <b>\$ 89.32</b>  | <b>30 Days</b> |
| Leads systems analysis of computer and networking systems. Participates in the design of business processes and facilitates them within product development. Coordinates definition, design, and implementation of solutions. Oversees the overall integration of all systems peripherals so that they can operate correctly within a predefined environment. Analyzes and develops technical documentation.   |                                     |           |                  |                |
| <b>JSA</b>   | <b>JUNIOR SYSTEMS ANALYST</b>       | <b>HR</b> | <b>\$ 58.19</b>  | <b>30 Days</b> |
| Performs systems analysis of computer and networking systems. Participates in the design of business processes and facilitate them within product development. Coordinates definition, design, and implementation of solutions. Oversees the overall integration of all systems peripherals so that they can operate correctly within a predefined environment. Analyzes and develops technical documentation. |                                     |           |                  |                |
| <b>SOA</b>   | <b>SENIOR OPERATIONS ANALYST</b>    | <b>HR</b> | <b>\$ 83.31</b>  | <b>30 Days</b> |
| Responsible for applying advanced technical skills to the analysis of operational processes and problems. Assesses requirements and designs operational processes and procedures. Coordinates software and hardware pre-deployment, deployment, and post-deployment activities among all stakeholders. Using well-developed diagnostic skills, analyzes problems and develops effective solutions.             |                                     |           |                  |                |
| <b>AOA</b>   | <b>ASSOCIATE OPERATIONS ANALYST</b> | <b>HR</b> | <b>\$ 49.99</b>  | <b>30 Days</b> |
| Responsible for applying advanced technical skills to the analysis of operational processes and problems. Assesses requirements and designs operational processes and procedures. Coordinates software and hardware pre-deployment, deployment, and post-deployment activities among all stakeholders. Using well-developed diagnostic skills, analyzes problems and develops effective solutions.             |                                     |           |                  |                |
| <b>CSAIII</b>  | <b>COMPUTER SYSTEM ANALYST III</b>  | <b>HR</b> | <b>\$ 64.08</b>  | <b>30 Days</b> |
| Maintains and modifies complex systems or develops new subsystems such as integrated production scheduling, inventory control, cost analysis, or sales analysis record in which every item of each type is automatically processed through the full system of records. Guides users in formulating requirements; recommend optimum approach and develop system design for approved projects.                   |                                     |           |                  |                |
| <b>CSAII</b>   | <b>COMPUTER SYSTEM ANALYST II</b>   | <b>HR</b> | <b>\$ 56.13</b>  | <b>30 Days</b> |
| Recognizes probable interactions of related computer systems and predicts impact of a change in assigned system. Reviews proposals that consists of objectives, scope, and user expectations; gathers facts, analyzes data, and prepares a project synopsis which compares alternatives in terms of cost, time, availability of equipment and personnel, and recommends a course of action.                    |                                     |           |                  |                |
| <b>PDM</b>   | <b>PRINCIPAL DATABASE MANAGER</b>   | <b>HR</b> | <b>\$ 116.38</b> | <b>30 Days</b> |
| Accountable for setting direction and managing the day-to-day activities of database development team. Leads database-oriented development activities including architecture, design, and implementation of large-scale relational database systems. Turns product requirements into   |                                     |           |                  |                |

|   |  |           |                 |                |
|---|--|-----------|-----------------|----------------|
| successful database architectures, design and develop stored procedures and database processes. Manages change requests, set development and maintenance schedules.   |  |           |                 |                |
| <b>SDA</b>  | <b>SENIOR DATABASE ADMINISTRATOR</b>       | <b>HR</b> | <b>\$ 89.32</b> | <b>30 Days</b> |
| Communicates with management, development programmers and end-users to evaluate and develop requirements. Assists in the development of plans for database management, disaster recovery, and backup for all development and production databases. Establishes policies and procedures pertaining to database management, security, maintenance and utilization. Defines database standards and creates database test plans. Performs data queries and modeling as necessary. |  |           |                 |                |
| <b>PPR</b>  | <b>PRINCIPAL PROGRAMMER</b>                | <b>HR</b> | <b>\$ 89.85</b> | <b>30 Days</b> |
| Develops required logic charts and diagrams for information systems. Translates detailed design into computer programs. Tests, debugs, and defines the computer program to produce the required product. Evaluates existing information systems and recommends changes to them. Prepares test data for the information systems.   |  |           |                 |                |
| <b>SAP</b>  | <b>SENIOR APPLICATION PROGRAMMER</b>       | <b>HR</b> | <b>\$ 89.95</b> | <b>30 Days</b> |
| Analyzes, designs, develops, tests, documents and maintains applications. Assesses performance of software systems to identify and correct problems that impact operation efficiency. Consults with user-base to ensure responsiveness of system software user requirements. Performs system regenerations to reflect changes in peripheral configuration. Recommends system software packages and related hardware.  |  |           |                 |                |
| <b>PGMR</b>   | <b>PROGRAMMER</b>                          | <b>HR</b> | <b>\$ 72.46</b> | <b>30 Days</b> |
| Analyzes systems requirements and design specifications and develops diagrams and logic charts. Translates detailed design into computer programs. Test, debugs, and refines the computer program to produce the required product. Prepares required documentation to include both program and user level documentation. Enhances program to reduce operating time and/or improve efficiency.   |  |           |                 |                |
| <b>CPMR III</b>   | <b>COMPUTER PROGRAMMER III</b>             | <b>HR</b> | <b>\$ 56.13</b> | <b>30 Days</b> |
| Performs such duties as: develops, modifies, and maintains assigned programs; designs and implements modifications to the interrelation of files and records within programs in consultation with higher level staff; monitors the operation of assigned programs and responds to problems by diagnosing and correcting errors in logic and coding, implements and/or maintains assigned portions of a scientific programming project.  |  |           |                 |                |
| <b>CPMR II</b>  | <b>COMPUTER PROGRAMMER II</b>              | <b>HR</b> | <b>\$ 45.37</b> | <b>30 Days</b> |
| Performs work according to clear-cut and complete specifications. Maintains and modifies routine programs. Makes approved changes by amending program flow charts, developing detailed processing logic, and coding changes. Tests and documents modifications and writes operator instructions.  |  |           |                 |                |
| <b>SQA</b>  | <b>SENIOR QUALITY ASSURANCE SPECIALIST</b> | <b>HR</b> | <b>\$ 77.13</b> | <b>30 Days</b> |
| Leads formal and informal reviews at pre-determined points throughout the development life cycle. Provides technical and administrative direction for personnel performing systems development tasks, including the review of work products for correctness, adherence to the design concept and to user standards, review of program documentation to assure government standards/requirements are   |  |           |                 |                |

|   |  |           |                 |                |
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| adhered to, and for progress in accordance with schedules.  |  |           |                 |                |
| <b>QAS</b>  | <b>QUALITY ASSURANCE<br/>SPECIALIST</b>    | <b>HR</b> | <b>\$ 57.42</b> | <b>30 Days</b> |
| Conducts formal and informal reviews at pre-determined points throughout the development life cycle. Provides technical and administrative direction for personnel performing systems development tasks, including the review of work products for correctness, adherence to the design concept and to user standards, review of program documentation to assure government standards/requirements are adhered to, and for progress in accordance with schedules. |  |           |                 |                |
| <b>STS</b>  | <b>SENIOR TRAINING SPECIALIST</b>          | <b>HR</b> | <b>\$ 65.54</b> | <b>30 Days</b> |
| Develops and revises courses and prepares appropriate training catalogs. Prepares instructor materials (course outline, background material, and training aids). Prepares student materials (course manuals, workbooks, handouts, completion certificates, and course critique forms). Trains personnel by conducting formal classroom courses, workshops and seminars.   |  |           |                 |                |
| <b>TS</b>   | <b>TRAINING SPECIALIST</b>                 | <b>HR</b> | <b>\$ 51.04</b> | <b>30 Days</b> |
| Develops and revises courses and prepares appropriate training catalogs. Prepares instructor materials (course outline, background material, and training aids). Prepares student materials (course manuals, workbooks, handouts, completion certificates, and course critique forms). Trains personnel by conducting formal classroom courses, workshops and seminars.   |  |           |                 |                |
| <b>SNA</b>  | <b>SENIOR NETWORK<br/>ADMINISTRATOR</b>    | <b>HR</b> | <b>\$ 69.19</b> | <b>30 Days</b> |
| Provides day-to-day operations and administrative support for the LAN environment. Support includes monitoring the operation of the network, file servers, workstations, gateways, bridges, routers, etc., as implemented on the network; running typical network backup and maintenance procedures; and providing on-site assistance to users, as required.  |  |           |                 |                |
| <b>ANA</b>  | <b>ASSOCIATE NETWORK<br/>ADMINISTRATOR</b> | <b>HR</b> | <b>\$ 54.95</b> | <b>30 Days</b> |
| Administers, installs, maintains, monitors, and manages client-based computer hardware and software in NT or Novell environments. Installs new users and maintains users accounts, monitors production of schedule reports and user output, evaluates hardware and software, and trouble-shoots and resolves computer systems and communications problems.  |  |           |                 |                |
| <b>JNA</b>  | <b>JUNIOR NETWORK<br/>ADMINISTRATOR</b>    | <b>HR</b> | <b>\$ 44.31</b> | <b>30 Days</b> |
| Provides day-to-day operations and administrative support for the LAN environment. Support includes monitoring the operation of the network, file servers, workstations, gateways, bridges, routers, etc., as implemented on the network; running typical network backup and maintenance procedures; and providing on-site assistance to users, as required.  |  |           |                 |                |
| <b>SSAD</b>   | <b>SENIOR SYSTEMS<br/>ADMINISTRATOR</b>    | <b>HR</b> | <b>\$ 63.42</b> | <b>30 Days</b> |
| Administers, installs, maintains, monitors, and manages client-based computer hardware and software in UNIX-based or cross-platform environments. Installs new users and maintains user accounts, monitors production of schedule reports and user output, evaluates hardware and software, and trouble-shoots and resolves computer systems and communications problems.   |  |           |                 |                |
|   |  |           |                 |                |