General Services Administration
Federal Supply Service
Authorized Federal Supply Schedule Price List
Commercial Information Technology Equipment, Software and Services

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

Special Item No. 132-51 Information Technology Professional Services
FSC/PSC Class D301 IT AND TELECOM- FACILITY OPERATION AND MAINTENANCE
FSC/PSC Class D302 IT AND TELECOM- SYSTEMS DEVELOPMENT
FSC/PSC Class D306 IT AND TELECOM- SYSTEMS ANALYSIS
FSC/PSC Class D307 IT AND TELECOM- IT STRATEGY AND ARCHITECTURE
FSC/PSC Class D308 IT AND TELECOM- PROGRAMMING
FSC/PSC Class D310 IT AND TELECOM- CYBER SECURITY AND DATA BACKUP
FSC/PSC Class D311 IT AND TELECOM- DATA CONVERSION
FSC/PSC Class D313 IT AND TELECOM- COMPUTER AIDED DESIGN/COMPUTER AIDED MANUFACTURING (CAD/CAM)
FSC/PSC Class D316 IT AND TELECOM- TELECOMMUNICATIONS NETWORK MANAGEMENT
FSC/PSC Class D317 IT AND TELECOM- WEB-BASED SUBSCRIPTION
FSC/PSC Class D399 IT AND TELECOM- OTHER IT AND TELECOMMUNICATIONS

SPEAR Incorporated.
6354 Walker Lane Suite 500 Alexandria, VA 22310-3252
703.797.8500
www.spear-inc.net

Contract Number: GS-35F-533BA
Period Covered by Contract: September 26, 2019 – September 25, 2024

General Services Administration
Federal Acquisition Service
Pricelist current through Modification #: 0006, dated: September 26, 2019.
General Information for Customers

Introduction to SPEAR Incorporated

Our Mission

SPEAR Incorporated was established by our founders to deliver the highest level of professional solutions to the federal government and be a trusted advisor to our clients. We are committed to delivering results and value in support of our clients' missions and to pursuing excellence in every aspect of our performance in order to exceed expectations. Our approach will reflect the agility, passion and entrepreneurial spirit of our business and be backed by the extensive industry experience of our founders. SPEAR's most valuable asset is our people, for whom we will provide a culture that fosters creativity, professional growth, and provides tremendous opportunity throughout the course of a career with us.

Our Values

SPEAR Incorporated was born from the collective entrepreneurial spirit of our founders and the shared vision of a company dedicated to delivering the highest quality solutions to our clients and fostering a corporate culture that attracts the best to build a career with us. We invite you to visit our website at www.spear-inc.net

SPEAR Incorporated Contract Management Point of Contact(s)

Barbara A. Richitt
Vice President, Contracts and Procurement
703.797.8500 (phone)
703.797.8501 (fax)
Contracts@calibresys.com

Business Size - Large

Ordering Address

SPEAR, a CALIBRE Company
6354 Walker Lane
Suite 500
Alexandria, VA 22310-3252
Contracts@calibresys.com
www.spear-inc.net

Payment Address

SPEAR, a CALIBRE Company
6354 Walker Lane
Suite 500
Alexandria, VA 22310-3252
Contracts@calibresys.com
www.spear-inc.net
Awarded Terms and Conditions

1a. TABLE OF AWARDED SPECIAL ITEM NUMBERS (SINs)

Special Item No. 132-51 Information Technology Professional Services
FSC/PSC Class D301 IT AND TELECOM- FACILITY OPERATION AND MAINTENANCE
FSC/PSC Class D302 IT AND TELECOM- SYSTEMS DEVELOPMENT
FSC/PSC Class D306 IT AND TELECOM- SYSTEMS ANALYSIS
FSC/PSC Class D307 IT AND TELECOM- IT STRATEGY AND ARCHITECTURE
FSC/PSC Class D308 IT AND TELECOM- PROGRAMMING
FSC/PSC Class D309 IT AND TELECOM- CYBER SECURITY AND DATA BACKUP
FSC/PSC Class D311 IT AND TELECOM- DATA CONVERSION
FSC/PSC Class D313 IT AND TELECOM- COMPUTER AIDED DESIGN/COMPUTER AIDED MANUFACTURING (CAD/CAM)
FSC/PSC Class D316 IT AND TELECOM- TELECOMMUNICATIONS NETWORK MANAGEMENT
FSC/PSC Class D317 IT AND TELECOM- WEB-BASED SUBSCRIPTION
FSC/PSC Class D399 IT AND TELECOM- OTHER IT AND TELECOMMUNICATIONS

1b/c. LOWEST PRICED MODEL NUMBER AND PRICE FOR EACH SIN / HOURLY RATES

Please see page 19 for net prices and hourly rates.

2. MAXIMUM ORDER

$500,000.00

3. MINIMUM ORDER

$100.00

4. GEOGRAPHIC COVERAGE

Worldwide

5. POINT OF PRODUCTION

Headquarters, Alexandria, VA

6. DISCOUNT FROM LIST PRICES

All Prices Shown Herein are net Government Prices Unless Otherwise Indicated.
7. QUANTITY/VOLUME DISCOUNTS

0.50% for Task Orders over $1,000,000.00

8. PROMPT PAYMENT TERMS

Net 30 Days

9a. GOVERNMENT PURCHASE CARDS ARE ACCEPTED AT OR BELOW THE MICRO-PURCHASE THRESHOLD

SPEAR Accepts the Government Purchase Card for Orders at or Below the MicroPurchase Threshold.

9b. GOVERNMENT PURCHASE CARDS ARE ACCEPTED ABOVE THE MICRO-PURCHASE THRESHOLD

SPEAR Accepts the Government Purchase Card for Orders at or Above the MicroPurchase Threshold.

10. FOREIGN ITEMS

None.

11a. TIME OF DELIVERY

Specified in negotiated delivery/task orders.

11b. EXPEDITED DELIVERY

Specified in negotiated delivery/task orders.

11c. OVERNIGHT AND 2-DAY DELIVERY

Specified in negotiated delivery/task orders.

11d. URGENT REQUIREMENTS

Specified in negotiated delivery/task orders.
12. **F.O.B. POINT**

   Specified in negotiated delivery/task orders.

13a. **ORDERING ADDRESS**

   See Page 2.

13b. **ORDERING PROCEDURES**

   See Page 2.

14. **PAYMENT ADDRESS**

   See Page 2.

15. **WARRANTY PROVISION**

   Unless Specified Otherwise in negotiated delivery/task orders, Spear’s standard commercial warranty applies.

16. **EXPORT PACKING CHARGES**

   Not Applicable.

17. **TERMS AND CONDITIONS OF GOVERNMENT PURCHASE CARD ACCEPTANCE**

   SPEAR accepts government commercial cards in accordance with government commercial card program guidelines. Credit card fees may apply and to be negotiated in delivery/task orders.

18. **TERMS AND CONDITIONS OF RENTAL, MAINTENANCE, AND REPAIR**

   N/A. Reserved.

19. **TERMS AND CONDITIONS OF INSTALLATION**

   N/A. Reserved.

20. **TERMS AND CONDITIONS OF REPAIR PARTS INDICATING DATE OF PARTS PRICE LISTS AND ANY DISCOUNTS FROM LIST PRICES**

   N/A. Reserved.
20a. TERMS AND CONDITIONS FOR ANY OTHER SERVICES

See pages 7-11.

21. LIST OF SERVICE AND DISTRIBUTION POINTS

See pages 7-11.

22. LIST OF PARTICIPATING DEALERS

N/A. Reserved.

23. PREVENTIVE MAINTENANCE

N/A. Reserved.

24a. SPECIAL ATTRIBUTES SUCH AS ENVIRONMENTAL ATTRIBUTES (E.G., RECYCLED CONTENT, ENERGY EFFICIENCY, AND/OR REDUCED POLLUTANTS)

N/A. Reserved.

24b. 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/.

25a. DATA UNIVERSAL NUMBER SYSTEM (DUNS) NUMBER

078409116

25b. CAGE Code

6QNL0

26. NOTIFICATION REGARDING REGISTRATION IN SYSTEM FOR AWARD MANAGEMENT (SAM) WEBSITE

SPEAR Incorporated is registered in SAM.GOV
TERMS AND CONDITIONS APPLICABLE TO INFORMATION TECHNOLOGY (IT) PROFESSIONAL SERVICES (SPECIAL ITEM NUMBER 132-51)

Information for Ordering Offices

A. Liability for injury or damage.
SPEAR Incorporated shall not be liable for any injury to Government personnel or damage to Government property arising from the use or equipment maintained or supported by SPEAR, unless such injury or damage is due to the fault or negligence of SPEAR.

B. Contractor Team Arrangements.
SPEAR Incorporated is a proponent of innovative acquisition approaches that provide more flexibility when using Federal Supply Schedules (FSS). SPEAR has the resources available to accommodate, on a case-by-case basis, any teaming arrangement (in accordance with FAR9.6) necessary to the needs and schedules of purchases. Please contact Management Point of Contact Individual(s) listed on Page 2 for coordination.

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

2. PERFORMANCE INCENTIVES  I-FSS-60 Performance Incentives (April 2000)
   a. Performance incentives may be agreed upon between SPEAR and the ordering activity on individual fixed price orders or Blanket Purchase Agreements under this contract.
   
   b. The ordering activity must establish a maximum performance incentive price for these services and/or total solutions on individual orders or Blanket Purchase Agreements.
   
   c. Incentives should be designed to relate results achieved by the contractor to specified targets. To the maximum extent practicable, ordering activities shall consider establishing incentives where performance is critical to the ordering activity’s mission and incentives are likely to motivate the contractor. Incentives shall be based on objectively measurable tasks.

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

b. All task orders are subject to the terms and conditions of the contract. In the event of conflict between a task order and the contract, the contract will take precedence.

4. PERFORMANCE OF SERVICES
   a. SPEAR Incorporated shall commence performance of services on the date agreed to by the Contractor and the ordering activity.
   b. SPEAR Incorporated agrees to render services only during normal working hours, unless otherwise agreed to by the Contractor and the ordering activity.
   c. The ordering activity should include the criteria for satisfactory completion for each task in the Statement of Work or Delivery Order. Services shall be completed in a good and workmanlike manner.
   d. Any SPEAR travel required in the performance of IT/IAM Services must comply with the Federal Travel Regulation or Joint Travel Regulations, as applicable, in effect on the date(s) the travel is performed. Established Federal Government per diem rates will apply to all SPEAR travel. Contractors cannot use GSA city pair contracts.

5. STOP-WORK ORDER (FAR 52.242-15) (AUG 1989)
   (a) The Contracting Officer may, at any time, by written order to SPEAR Incorporated, require SPEAR to stop all, or any part, of the work called for by this contract for a period of 90 days after the order is delivered to SPEAR, and for any further period to which the parties may agree. The order shall be specifically identified as a stop-work order issued under this clause. Upon receipt of the order, SPEAR shall immediately comply with its terms and take all reasonable steps to minimize the incurrence of costs allocable to the work covered by the order during the period of work stoppage. Within a period of 90 days after a stop-work is delivered to SPEAR, or within any extension of that period to which the parties shall have agreed, the Contracting Officer shall either-
      (1) Cancel the stop-work order; or
      (2) Terminate the work covered by the order as provided in the Default, or the Termination for Convenience of the Government, clause of this contract.
   (b) If a stop-work order issued under this clause is canceled or the period of the order or any extension thereof expires, SPEAR shall resume work. The Contracting Officer shall make an equitable adjustment in the delivery schedule or contract price, or both, and the contract shall be modified, in writing, accordingly, if-
      (1) The stop-work order results in an increase in the time required for, or in SPEAR's cost properly allocable to, the performance of any part of this contract; and
(2) SPEAR asserts its right to the adjustment within 30 days after the end of the period of work stoppage; provided, that, if the Contracting Officer decides the facts justify the action, the Contracting Officer may receive and act upon the claim submitted at any time before final payment under this contract.

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

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

6. INSPECTION OF SERVICES

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

8. RESPONSIBILITIES OF THE ORDERING ACTIVITY
Subject to security regulations, the ordering activity shall permit SPEAR Incorporated access to all facilities necessary to perform the requisite IT/IAM Professional Services.

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

10. ORGANIZATIONAL CONFLICTS OF INTEREST
   a. Definitions.
   “Contractor” or “SPEAR Incorporated” 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 SPEAR, its chief executives, presidents, directors, officers, subsidiaries, affiliates, subcontractors at any tier, and consultants and any joint venture involving SPEAR, any entity into or with which the SPEAR subsequently merges or affiliates, or any other successor or assignee SPEAR Incorporated.
An “Organizational conflict of interest” exists when the nature of the work to be performed under a proposed ordering activity contract, without some restriction on ordering activities by SPEAR and its affiliates, may either (i) result in an unfair competitive advantage to SPEAR Incorporated or its affiliates or (ii) impair SPEAR’s or its affiliates’ objectivity in performing contract work.

b. To avoid an organizational or financial conflict of interest and to avoid prejudicing the best interests of the ordering activity, ordering activities may place restrictions on SPEAR’s, its affiliates, chief executives, presidents, 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
SPEAR Incorporated, upon completion of the work ordered, shall submit invoices for IT/IAM Professional services. Progress payments may be authorized by the ordering activity on individual orders if appropriate. Progress payments shall be based upon completion of defined milestones or interim products. Invoices shall be submitted monthly for recurring services performed during the preceding month.

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

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

(b) The offeror must specify fixed hourly rates in its offer that include wages, overhead, general and administrative expenses, and profit. The offeror must specify whether the fixed hourly rate for each labor category applies to labor performed by—
(1) The offeror;
(2) Subcontractors; and/or
(3) Divisions, subsidiaries, or affiliates of the offeror under a common control.
13. RESUMES
Resumes shall be provided to the GSA Contracting Officer or the user ordering activity upon request.

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

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

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

#### GSA Pricing (IFF Included)

<table>
<thead>
<tr>
<th>#</th>
<th>SERVICE PROPOSED (e.g. Job Title/Task)</th>
<th>UNIT OF ISSUE (e.g. Hour, Task, Sq ft)</th>
<th>PRICE OFFERED TO GSA (including IFF)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Engineer I</td>
<td>Hour</td>
<td>$36.35</td>
</tr>
<tr>
<td>2</td>
<td>Engineer II</td>
<td>Hour</td>
<td>$71.83</td>
</tr>
<tr>
<td>3</td>
<td>Engineer III</td>
<td>Hour</td>
<td>$85.44</td>
</tr>
<tr>
<td>4</td>
<td>Engineer IV</td>
<td>Hour</td>
<td>$122.80</td>
</tr>
<tr>
<td>5</td>
<td>Engineer V</td>
<td>Hour</td>
<td>$171.91</td>
</tr>
<tr>
<td>6</td>
<td>Help Desk I</td>
<td>Hour</td>
<td>$22.84</td>
</tr>
<tr>
<td>7</td>
<td>Help Desk II</td>
<td>Hour</td>
<td>$37.96</td>
</tr>
<tr>
<td>8</td>
<td>Help Desk III</td>
<td>Hour</td>
<td>$49.16</td>
</tr>
<tr>
<td>9</td>
<td>IT Analyst I</td>
<td>Hour</td>
<td>$44.21</td>
</tr>
<tr>
<td>10</td>
<td>IT Analyst II</td>
<td>Hour</td>
<td>$57.41</td>
</tr>
<tr>
<td>11</td>
<td>IT Analyst III</td>
<td>Hour</td>
<td>$91.41</td>
</tr>
<tr>
<td>12</td>
<td>IT Security Analyst I</td>
<td>Hour</td>
<td>$81.03</td>
</tr>
<tr>
<td>13</td>
<td>IT Security Analyst II</td>
<td>Hour</td>
<td>$103.15</td>
</tr>
<tr>
<td>14</td>
<td>IT Security Analyst III</td>
<td>Hour</td>
<td>$125.71</td>
</tr>
<tr>
<td>15</td>
<td>Project Manager I</td>
<td>Hour</td>
<td>$83.50</td>
</tr>
<tr>
<td>16</td>
<td>Project Manager II</td>
<td>Hour</td>
<td>$117.88</td>
</tr>
<tr>
<td>17</td>
<td>Project Manager III</td>
<td>Hour</td>
<td>$171.91</td>
</tr>
<tr>
<td>18</td>
<td>Functional) Subject Matter Expert</td>
<td>Hour</td>
<td>$142.95</td>
</tr>
<tr>
<td>19</td>
<td>Functional) Subject Matter Expert</td>
<td>Hour</td>
<td>$192.32</td>
</tr>
<tr>
<td>20</td>
<td>Technical Writer</td>
<td>Hour</td>
<td>$57.41</td>
</tr>
<tr>
<td>SIN</td>
<td>Labor Category</td>
<td>Description</td>
<td>Minimum Education / Certification Level</td>
</tr>
<tr>
<td>-------</td>
<td>----------------</td>
<td>---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------</td>
<td>----------------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>132-51</td>
<td>Engineer I</td>
<td>Entry-Level. Applies software, hardware, and standard information technology skills in the analysis, specification, development, integration, and acquisition of systems for information management applications.</td>
<td>Associate's Degree or equivalent years of experience</td>
</tr>
<tr>
<td>132-51</td>
<td>Engineer II</td>
<td>Journeyman. Applies software, hardware, and standard information technology skills in the analysis, specification, development, integration, and acquisition of systems for information management applications.</td>
<td>Associate's Degree or equivalent years of experience</td>
</tr>
<tr>
<td>132-51</td>
<td>Engineer III</td>
<td>Intermediate. Ensures systems and applications are compliant with standards for open system architecture, reference models, and profiles of standards as they apply to the implementation and specification of information management solutions on the application platform, across the application program interface, and the external environment/software application. Evaluates and recommends COTS/GOTS applications and methodologies that can be acquired to provide interoperable, portable, and scaleable information technology solutions. Performs the analysis and validation of reusable software/hardware components to ensure integration of these components into interoperable information management design. Functional responsibility includes application of software, hardware, and standard information technology skills in the analysis, specification, development, integration, and acquisition of systems for information management applications.</td>
<td>Associate's Degree or equivalent years of experience</td>
</tr>
<tr>
<td>132-51</td>
<td>Engineer IV</td>
<td>Senior. Participates as needed in all phases of software development with emphasis on the planning, analysis, modeling, simulation, testing, integration, documentation and presentation phases. Ensures systems and applications are compliant with standards for open system architecture, reference models, and profiles of standards as they apply to the implementation and specification of information management solutions on the application platform, across the application program interface, and the external environment/software application. Evaluates and recommends COTS/GOTS applications and methodologies that can be acquired to provide interoperable, portable, and scaleable information technology solutions. Performs the analysis and validation of reusable software/hardware components to ensure integration of these components into interoperable information management design. Functional responsibility includes application of software, hardware, and standard information technology skills in the analysis, specification, development, integration, and acquisition of systems for information management applications.</td>
<td>Bachelor's Degree in Computer Science, Engineering, Mathematics, Business Related Fields or Years equivalent over minimum</td>
</tr>
<tr>
<td>132-51</td>
<td>Engineer V</td>
<td>Master. Provides technical knowledge and analysis of highly specialized applications and operational environment, high-level functional systems analysis, design, integration, documentation, and implementation advice on exceptionally complex problems that necessitate high-level knowledge of the subject for effective implementation. Ensures systems and applications are compliant with standards for open system architecture, reference models, and profiles of standards as they apply to the implementation and specification of information management solutions on the application platform, across the application program interface, and the external environment/software application. Evaluates and recommends COTS/GOTS applications and methodologies that can be acquired to provide interoperable, portable, and scaleable information technology solutions. Performs the analysis and validation of reusable software/hardware components to ensure integration of these components into interoperable information management design. Functional responsibility includes application of software, hardware, and standard information technology skills in the analysis, specification, development, integration, and acquisition of systems for information management applications.</td>
<td>Bachelor's Degree in Computer Science, Engineering, Mathematics, Business Related Fields or Years equivalent over minimum</td>
</tr>
<tr>
<td>Code</td>
<td>Position</td>
<td>Description</td>
<td>Education/Experience</td>
</tr>
<tr>
<td>--------</td>
<td>-------------------</td>
<td>--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------</td>
<td>----------------------------------------------------------</td>
</tr>
<tr>
<td>132-51</td>
<td>Help Desk I</td>
<td>Coordinator. Provides support to end-users on IT related issues. Responds to remote, telephonic, email, or desk side support that ensures the timely process in which problems are resolved. Includes but is not limited to, problem recognition, research, isolation, resolution, and follow-up steps as it relates to information technological needs. Documents, tracks, and monitors the problem to ensure timely resolution.</td>
<td>Associate's Degree or equivalent years of experience</td>
</tr>
<tr>
<td>132-51</td>
<td>Help Desk II</td>
<td>Specialist. Provides support to end-users on IT related issues. Responds to remote, telephonic, email, or desk side support that ensures the timely process in which problems are resolved. Includes but is not limited to, problem recognition, research, isolation, resolution, and follow-up steps as it relates to information technological needs. Documents, tracks, and monitors the problem to ensure timely resolution.</td>
<td>Associate's Degree or equivalent years of experience</td>
</tr>
<tr>
<td>132-51</td>
<td>Help Desk III</td>
<td>Master. Provides second-tier support to end users for either PC, server, or mainframe applications, hardware COTS/GOTS, and software. Interact with network services, software systems engineering, and/or applications development to restore service and/or identify and correct core problem. Simulates or recreates user problems to resolve operating difficulties. Recommends systems modifications to reduce user problems.</td>
<td>Associate's Degree or equivalent years of experience</td>
</tr>
<tr>
<td>132-51</td>
<td>IT Analyst I</td>
<td>Journeyman. Ensures problem resolution and customer satisfaction for individual Task Orders. Performs technical and administrative efforts for tasks, including reviewing work products for correctness; and ensuring compliance with industry-accepted standards, Federal Government legislative and regulatory requirements, and user standards specified in IT related Task Orders. Functional responsibility includes developing requirements for IT products/services (including specifications, feasibility studies, IT mission requirements analysis, etc.) from project inception to conclusion, for simple and complex projects.</td>
<td>Associate's Degree or equivalent years of experience</td>
</tr>
<tr>
<td>132-51</td>
<td>IT Analyst II</td>
<td>Intermediate. Ensures problem resolution and customer satisfaction for individual Task Orders. Performs technical efforts for tasks, including reviewing work products for correctness; and ensuring compliance with industry-accepted standards, Federal Government legislative and regulatory requirements, and user standards specified in IT related Task Orders. Functional responsibility includes developing requirements for IT products/services (including specifications, feasibility studies, IT mission requirements analysis, etc.) from project inception to conclusion, for simple and complex projects.</td>
<td>Bachelor's Degree in Computer Science, Engineering, Mathematics, Business Related Fields or Years equivalent over minimum</td>
</tr>
<tr>
<td>Code</td>
<td>Title</td>
<td>Description</td>
<td>Experience/Qualification</td>
</tr>
<tr>
<td>------</td>
<td>---------------------</td>
<td>-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------</td>
<td>----------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>132-51</td>
<td>IT Analyst III</td>
<td>Senior. Ensures problem resolution and customer satisfaction for individual Task Orders. Performs technical and leadership efforts for tasks, including developing and reviewing work products for correctness; and ensuring compliance with industry-accepted standards, Federal Government legislative and regulatory requirements, and user standards specified in IT related Task Orders. Functional responsibility includes developing requirements for IT products/services (including specifications, feasibility studies, IT mission requirements analysis, etc.) from project inception to conclusion, for simple and complex projects.</td>
<td>Bachelor's Degree in Computer Science, Engineering, Mathematics, Business Related Fields or Years equivalent over minimum</td>
</tr>
<tr>
<td>132-51</td>
<td>IT Security Analyst I</td>
<td>Intermediate. Determines compliance with enterprise information assurance and security standards. Assists in the development and implementation of information assurance/security standards and procedures. Coordinates, develops, and evaluates security programs for an organization. Assists in the recommendation of information assurance/security solutions to support customers' requirements. Identifies, reports, and resolves security violations. Establishes and satisfies information assurance and security requirements based upon the analysis of user, policy, regulatory, and resource demands.</td>
<td>Associate's Degree or equivalent years of experience</td>
</tr>
<tr>
<td>132-51</td>
<td>IT Security Analyst II</td>
<td>Specialist. Determines compliance with enterprise information assurance and security standards. Assists in the development and implementation of information assurance/security standards and procedures. Coordinates, develops, and evaluates security programs for an organization. Assists in the recommendation of information assurance/security solutions to support customers' requirements. Identifies, reports, and resolves security violations. Establishes and satisfies information assurance and security requirements based upon the analysis of user, policy, regulatory, and resource demands.</td>
<td>Bachelor's Degree in Computer Science, Engineering, Mathematics, Business Related Fields or Years equivalent over minimum</td>
</tr>
<tr>
<td>132-51</td>
<td>IT Security Analyst III</td>
<td>Senior. Supports customers at the highest levels in the development and implementation of security doctrine and policies. Applies know-how to government and commercial common user systems, as well as to dedicated special purpose systems requiring specialized security features and procedures. Performs analysis, design, and development of security features for system architectures. Analyzes and defines security requirements for computer systems which may include mainframes, workstations, and personal computers. Designs, develops, engineers, and implements solutions that meet security requirements. Provides integration and</td>
<td>Bachelor's Degree in Computer Science, Engineering, Mathematics, Business Related Fields or Years equivalent over minimum</td>
</tr>
</tbody>
</table>

implementation of the computer system security solution. Analyzes general information assurance-related technical problems and provides basic engineering and technical support in solving these problems. Performs vulnerability/risk analyses of computer systems and applications during all phases of the system development life cycle. Ensures that all information systems are functional and secure.

<table>
<thead>
<tr>
<th>Code</th>
<th>Position</th>
<th>Responsibilities</th>
<th>Education/Experience</th>
</tr>
</thead>
<tbody>
<tr>
<td>132-51</td>
<td>Project Manager I</td>
<td>Directs the completion of tasks within estimated timeframes and budget constraints. Schedules and assigns duties to subordinates and subcontractors and ensures assignments are completed as directed. Enforces work standards and reviews. Resolves work discrepancies to ensure compliance with contractor requirements. Interfaces with the Contractor's Program Manager as well as Government management personnel, including but not limited to, the Contracting Officer, and the Contracting Officer's Technical Representative. Prepares written and oral reports for Contractor management and Government representatives. Functional responsibility provides competent leadership and responsible program direction through successful performance of a variety of detailed, diverse project transitioning elements.</td>
<td>Bachelor's Degree in Computer Science, Engineering, Mathematics, Business Related Fields or Years equivalent over minimum</td>
</tr>
<tr>
<td>132-51</td>
<td>Project Manager II</td>
<td>Directs the completion of tasks within estimated timeframes and budget constraints. Schedules and assigns duties to subordinates and subcontractors and ensures assignments are completed as directed. Enforces work standards and reviews. Resolves work discrepancies to ensure compliance with contractor requirements. Interfaces with the Contractor's Program Manager as well as Government management personnel, including but not limited to, the Contracting Officer, and the Contracting Officer's Technical Representative. Prepares written and oral reports for Contractor management and Government representatives. Functional responsibility provides competent leadership and responsible program direction through successful performance of a variety of detailed, diverse project transitioning elements.</td>
<td>Bachelor's Degree in Computer Science, Engineering, Mathematics, Business Related Fields or Years equivalent over minimum</td>
</tr>
<tr>
<td>132-51</td>
<td>Project Manager III</td>
<td>Directs the completion of tasks within estimated timeframes and budget constraints. Schedules and assigns duties to subordinates and subcontractors and ensures assignments are completed as directed. Enforces work standards and reviews. Resolves work discrepancies to ensure compliance with contractor requirements. Interfaces with the Contractor's Program Manager as well as Government management personnel, including but not limited to, the Contracting Officer, and the Contracting Officer's Technical Representative. Prepares written and oral reports for Contractor management and Government representatives. Functional responsibility provides competent leadership and responsible program direction through successful performance of a variety of detailed, diverse project transitioning elements.</td>
<td>Bachelor's Degree in Computer Science, Engineering, Mathematics, Business Related Fields or Years equivalent over minimum</td>
</tr>
<tr>
<td>132-51</td>
<td>(Functional) Subject Matter Expert I</td>
<td>Performs functional allocation to identify required tasks and their interrelationships. Identifies resources required for each task. Possesses requisite knowledge and expertise so recognized in the professional community that the Government is able to qualify the individual as an expert in the field for an actual Task Order. Demonstrates exceptional oral and written communications. Functional responsibility analyzes customer needs to determine functional requirements. Provides expert guidance in the analysis and design of information technology architectures, technology analyses, systems architecture, and strategic planning.</td>
<td>Bachelor's Degree in Computer Science, Engineering, Mathematics, Business Related Fields or Years equivalent over minimum</td>
</tr>
<tr>
<td>132-51</td>
<td>(Functional) Subject Matter Expert II</td>
<td>Performs functional allocation to identify required tasks and their interrelationships. Identifies resources required for each task. Possesses requisite knowledge and expertise so recognized in the professional community that the Government is able to qualify the individual as an expert in the field for an actual Task Order. Demonstrates exceptional oral and written communications. Functional responsibility analyzes customer needs to determine functional requirements. Provides expert guidance in the analysis and design of information technology architectures, technology analyses, systems architecture, and strategic planning.</td>
<td>Bachelor's Degree in Computer Science, Engineering, Mathematics, Business Related Fields or Years equivalent over minimum</td>
</tr>
<tr>
<td>132-51</td>
<td>Technical Writer</td>
<td>Gathers, analyzes, and composes technical information required for the preparation of user manuals, training materials, installation guides, proposals, reports, etc. Edits functional descriptions, system specifications, user manuals, special reports, or any other client deliverables/documents. Functional responsibility</td>
<td>Associate's Degree or equivalent years of experience</td>
</tr>
</tbody>
</table>
includes conducting research and ensures the proper use technical terminology. Translates technical information into clear, readable documents for use by technical and non-technical personnel.

Please visit us at [www.spear-inc.net](http://www.spear-inc.net)

Updated September 2019